

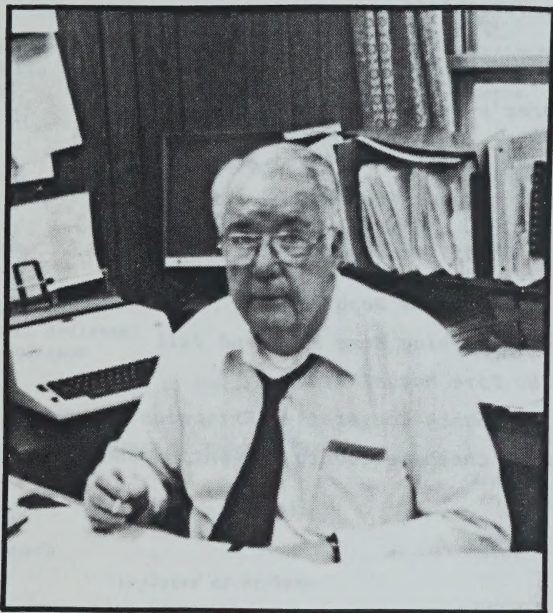
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1986
REPORT
OF THE
OFFICERS
OF
CHESHIRE COUNTY



For The Year
Ending December 31, 1986

The 1986 Report of the Officers of Cheshire County is dedicated to:



Chief Robert C. Callahan

On the first day of January, 1947, Chief Callahan became a member of the Keene Fire Department, and twelve years later, was promoted to Captain. Being a man of vision, Chief Callahan was a moving force behind the organization, in 1953, of Southwestern New Hampshire Fire Mutual Aid. He became Chief of this organization on the first day of July, 1962, a post he has capably, responsibly, and dependably filled for the past twenty-five years.

We, the Officers of Cheshire County, publicly recognize and applaud Robert C. Callahan for his outstanding service to Keene, to the County, and to the State of New Hampshire.

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COUNTY OFFICERS

Commissioners

David G. Adams	Westmoreland
David E. Cheney	Marlborough
Jane P. Lane	Keene

Assistant to the Commissioners

Ellen DeYoung	Swanzy
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Treasurer

Whalen B. Dunn	Keene
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Attorney

Edward J. O'Brien	Keene
Albert Rubega, Assistant	Sullivan
Jacqueline Sullivan	Keene

Sheriff

Kenneth N. Lysitt	Keene
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Clerk of Superior Court

Stillman D. Rogers	Keene
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Judge of Probate

Peter S. Espiefs	Keene
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Register of Probate

Phyllis J. Parker	Keene
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Register of Deeds

Evelyn S. Hubal	Keene
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Welfare Director

Mimi Barber	Keene
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Medical Examiner

Charles E. Schofield	Keene
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Superintendent of Farm, Jail and Maplewood Home

Richard Wilson	Westmoreland
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Director of Nursing Services

Harriet T. Davenport	Westmoreland
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Physicians at Maplewood Nursing Home

William H. Tatum, M.D.	Walpole
Barry L. Stern, M.D.	Keene
George Idelkope, M.D.	Hinsdale

MEMBERS OF CHESHIRE COUNTY CONVENTION

District 1 - Alstead, Walpole	
David Young	Alstead
Jeffrey C. Miller*	Walpole
District 2 - Chesterfield, Surry, Westmoreland	
Helen Burley	Chesterfield
Joann T. Morse	Chesterfield
District 3 - Hinsdale, Winchester	
Robert Delano	Hinsdale
Robert P. Secord	Winchester
Elmer L. Johnson	Winchester
District 4 - Gilsum, Marlow, Stoddard, Sullivan	
Daniel A. Eaton	Stoddard
District 5 - Dublin, Harrisville, Marlborough Nelson, Roxbury	
Irvin H. Gordon*	Marlborough
William A. Riley*	Nelson
District 6 - Jaffrey	
Clayton H. Crane	Jaffrey
Richard A. Grodin	Jaffrey
District 7 - Troy	
William R. Matson*	Troy
District 8 - Fitzwilliam, Richmond	
Jesse F. David*	Fitzwilliam
District 9 - Rindge	
Dale E. Thompson	Rindge
District 10 - Swanzev	
David M. Perry*	Swanzev
Margaret A. Ramsay*	Swanzev
District 11 - Fitzwilliam, Richmond, Rindge, Swanzev	
Ralph Parker	Swanzev
District 12 - Keene, Ward 1	
William J. Sullivan	Keene
District 13 - Keene, Ward 2	
Susan Schwartz	Keene
District 14 - Keene, Ward 3	
William Arnott	Keene
District 15 - Keene, Ward 4	
Frederick T. Frink	Keene
District 16 - Keene, Ward 5	
Paul G. Blacketer	Keene
Andrea A. Scranton	Keene
District 17 - Keene, Wards 1,2,3,4, and 5	
David A. Ridge	Keene
Patricia T. Russell	Keene

* Cheshire County Executive Committee Member

COMMISSIONERS REPORT FOR 1986

To the Citizens of Cheshire County:

Pursuant to Chapter 30:1 of the Revised Statutes Annotated, the Cheshire County Board of Commissioners herein submit their annual report for the year 1986.

During the past year there were three major problems the Board of Commissioners became faced with. In the early morning hours of June 10, 1986, a near disastrous fire swept through the dairy barn area in Westmoreland. This fire consumed the entire dairy barn and the piggery, destroying a small number of heifers and a larger number of pigs. Through the courageous efforts of Herdsman Robert Simons and Farm Manager Gary Hudson, all the prize milkers were led to safety.

A protracted series of negotiations and arbitration ensued between the insurance company and the Board of Commissioners for the purpose of reaching an agreement on the amount of insurance the company would pay. Finally an agreement was reached and the county received approximately \$440,000.00. The cost of the reconstruction that included a modern dairy barn, a heifer barn and a hay barn was approximately \$587,000.00. The \$130,000.00 was taken from the existing surplus at the direction of the Cheshire County Delegation and by the time this report is printed the entire project of reconstruction will have been completed.

The second event that contributed to the Board's problems occurred when Superintendent Richard Wilson left to take a position in New York. Mr. Wilson had brought the administration of the farm, jail and nursing home to the apex of its entire history and his leaving, while negotiations concerning the replacement of the barn were going on, created a potential for additional problems. Thanks to the ability and dedication of Harriet Davenport, the Director of Nursing at Maplewood, who agreed to accept the responsibilities of Acting Administrator, administration of the complex at Westmoreland continued uninterrupted. We are grateful to Mrs. Davenport for her contribution.

The third event that made 1986 an extremely busy year was the decision to build an addition to the jail. The addition will provide the necessary facilities for 31 additional inmates and a total of more than 70, including facilities for 4 female inmates. During the year, an architect was chosen, final plans approved, the bid process completed, a contract signed, and ground broken very late in the year. This project, coupled with the barn reconstruction project and Mr. Wilson's leaving, required communication and cooperation between the Board of Commissioners and the Cheshire County Delegation. The Commissioners are particularly appreciative of the efforts of the Chairman of the Delegation, Irvin Gordon and the Chairman of the Executive Committee, David Perry, for their attendance at weekly meetings and their active participation in the decision making process that allowed us to work our way through these difficult problems.

The Board of Commissioners wish to thank all the members of the Cheshire County Delegation, the elected officials, the department heads and all the employees for their support during this difficult and trying year.

In concluding this report, the Board of Commissioners take note that one of Cheshire County's most distinguished public servants will be retiring during the summer of 1987. Chief Robert C. Callahan of Southwestern New Hampshire Fire Mutual Aid has served the citizens of Cheshire County for more than 35 years. Chief Callahan was the architect and has been the administrator of that agency since the beginning of its existence. His dedication to the highest principles of professionalism, his cost effective and conservative approach to administration and his sense of purpose are noted, not only by the citizens of Cheshire County, but by many throughout our country as well.

The Board of Commissioners therefore dedicate this annual report to Chief Robert C. Callahan.

Respectfully,

David E. Cheney, Clerk
Cheshire County Board of Commissioners

TREASURER'S REPORT FOR CHESHIRE COUNTY

To the Board of Commissioners of the County of Cheshire:

Gentlemen: I hereby submit the report of the Treasurer of the County of Cheshire for the year ending December 31, 1986.

REVENUE

Alstead	\$ 74,955
Chesterfield	192,649
Dublin	117,421
Fitzwilliam	119,056
Gilsum	33,953
Harrisville	75,466
Hinsdale	146,675
Jaffrey	279,728
Keene	1,092,790
Marlborough	75,840
Marlow	31,739
Nelson	38,652
Richmond	37,903
Rindge	210,119
Roxbury	11,034
Stoddard	64,773
Sullivan	23,770
Surry	37,903
Swanzy	250,679
Troy	80,540
Walpole	199,937
Westmoreland	81,766
Winchester	128,149

TAXES SUBTOTAL \$3,405,497

Miscellaneous Income	11,403
Register of Deeds Fees	286,763
State Litter Grant	21,475
Sheriff's Department Fees	46,202
Fire Mutual Aid	94,461
Unified Courts Lease	145,872
Interest Income	137,994
State Reimbursement on Bond Maturity	4,440
Child Board and Care Reimbursement	578
Federal Revenue Sharing Funds	117,498
NHMT Unemployment Compensation	57,111
Maplewood Nursing Home	3,393,423
Prisoner Reimbursement	6,181
Farm (Excluding Insurance Proceeds)	228,649
Fund Balance used to reduce 1986 Appropriation	500,000

TOTAL REVENUE \$8,457,547

COURTHOUSE CAPITAL RESERVE

Balance January 1, 1986	\$27,520
Interest earned	1,989
Increase reserve	25,000
	<hr/>
Balance December 31, 1986	54,509
	<hr/>

NURSING HOME EQUIPMENT CAPITAL RESERVE

Balance January 1, 1986	3,024
Interest earned	163
	<hr/>
Balance December 31, 1986	3,187
	<hr/>

FARM EQUIPMENT CAPITAL RESERVE

Balance January 1, 1986	14,694
Interest	1,952
Increase Reserve	55,500
	25,000
Expenditures	(51,078)
	<hr/>
Balance December 31, 1986	46,068
	<hr/>

Respectfully submitted,

Whalen B. Dunn
Treasurer

DAVID L. CONNORS & CO., P.C.

Certified Public Accountants

194A Pleasant St. • Concord, N.H. 03301 • 603-225-7772

Board of County Commissioners
County of Cheshire, New Hampshire

Gentlemen:

We have examined the combined financial statements, as listed in the table of contents of the County of Cheshire, New Hampshire as of and for the year ended December 31, 1986. Our examination was made in accordance with generally accepted auditing standards and requirements for financial and compliance audits as set forth in Standards for Audit of Governmental Organizations, Programs, Activities and Functions, issued by the U.S. General Accounting Office; the Single Audit Act of 1984; and the provision of OMB Circular A-128 Audits of State and Local Governments and accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances, except as stated in the following paragraph.

The County has not maintained complete records of its general fixed assets. The general fixed assets account group included in these financial statements has been prepared using both actual and estimated historical costs provided by county management and current appraisal data provided by insurance companies. Generally accepted accounting principles require that fixed asset values should be determined and maintained at historical cost. Because we were unable to satisfy ourselves by appropriate audit tests or by other means, and as a result of incomplete records, we are unable to express an opinion on the accompanying financial statements of the general fixed asset account group.

In our opinion, the financial statements listed in the foregoing table of contents, other than the financial statement of the general fixed asset account group, present fairly the financial position of the County of Cheshire, New Hampshire, at December 31, 1986 and the results of its operations and the changes in financial position of its proprietary fund type for the year then ended, in conformity with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

May 1, 1987

David L. Connors & Co. P.C.

Exhibit 1

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Combined Balance Sheet
All Fund Types and Account Groups
December 31, 1986

	Governmental Fund Type		
	General	Special Revenue	Capital Projects
<u>ASSETS</u>			
Cash	\$ 456,316	\$ 49,844	\$ 169,553
Investments	1,005,141	-	1,910,000
Accounts receivable	59,463	-	169,844
Due from other funds	63,173	-	166,518
Intergovernmental receivables	-	371	-
Inventories	-	-	-
Prepaid expenses	14,134	-	-
Property, plant and equipment, net	-	-	-
Amount required to be provided in the future for retirement of debt	-	-	-
<u>Total Assets</u>	<u>\$ 1,598,227</u>	<u>\$ 50,215</u>	<u>\$2,415,915</u>
<u>LIABILITIES AND FUND EQUITY</u>			
<u>Liabilities</u>			
Accounts payable	\$ 446,305	\$ -	\$ 341,542
Contract payable - architect	-	-	63,133
Contract payable - contractor	-	-	1,911,163
Accrued expenses	1,236	-	-
Due to patients and other agencies	-	-	-
Due to other funds	166,518	371	4,104
General obligation bonds and notes payable	-	-	-
<u>Total Liabilities</u>	<u>614,059</u>	<u>371</u>	<u>2,319,942</u>
<u>Fund Equity</u>			
Investment in general fixed assets	-	-	-
Retained earnings	-	-	-
Unreserved	-	-	-
Fund balance:			
Deficiency on jail addition bonds	-	-	(71,562)
Designated for interest on jail	-	-	67,875
Unreserved:			
Undesignated	984,168	49,844	99,660
<u>Total Fund Equity</u>	<u>984,168</u>	<u>49,844</u>	<u>95,973</u>
<u>Total Liabilities And Fund Equity</u>	<u>\$ 1,598,227</u>	<u>\$ 50,215</u>	<u>\$2,415,915</u>

The accompanying notes are an integral part of this combined balance sheet

Exhibit 1

Proprietary Fund Type	Fiduciary Fund Type	Account Groups		Total (Memorandum Only) December 31, 1986
		General Fixed Assets	General Long-Term Debt	
Enterprise, Nursing Home	Agency			
\$ 200	\$ 347,105	\$ -	\$ -	\$ 1,023,018
-	-	-	-	2,915,141
266,209	24,353	-	-	519,860
-	-	-	-	229,691
-	-	-	-	371
77,449	988	-	-	78,437
8,140	-	-	-	22,274
3,192,552	-	6,377,198	-	9,569,750
-	-	-	3,913,081	3,913,081
<u>\$3,544,550</u>	<u>\$ 372,446</u>	<u>\$ 6,377,198</u>	<u>\$ 3,913,081</u>	<u>\$ 18,271,632</u>
\$ 8,075	\$ 240,823	\$ -	\$ -	\$ 1,036,745
-	-	-	-	63,133
-	-	-	-	1,911,163
109,168	-	-	-	110,404
-	72,925	-	-	72,925
-	58,698	-	-	229,691
2,584,919	-	-	3,913,081	6,498,000
<u>2,702,162</u>	<u>372,446</u>	<u>-</u>	<u>3,913,081</u>	<u>9,922,061</u>
-	-	6,377,198	-	6,377,198
842,388	-	-	-	842,388
-	-	-	-	(71,562)
-	-	-	-	67,875
-	-	-	-	1,133,672
842,388	-	6,377,198	-	8,349,571
<u>\$3,544,550</u>	<u>\$ 372,446</u>	<u>\$ 6,377,198</u>	<u>\$ 3,913,081</u>	<u>\$ 18,271,632</u>

The accompanying notes are an integral part of this combined balance sheet

Exhibit 2

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Combined Statement of Revenues, Expenditures and Changes in Fund Balance
All Governmental Fund Types
For the Year Ended December 31, 1986

	Governmental Fund Types			Total (Memorandum Only) December 31, 1986
	General	Special Revenue	Capital Projects	
<u>Revenues</u>				
Taxes	\$3,405,497	\$ -	\$ -	\$3,405,497
Intergovernmental	99,479	134,645	-	234,124
Charges for services	339,146	-	-	339,146
Other	214,386	1,326	-	215,712
County farm	959,510	-	-	959,510
Interest	137,994	7,307	71,979	217,280
Refunds	-	9,978	-	9,978
<u>Total Revenues</u>	<u>5,156,012</u>	<u>153,256</u>	<u>71,979</u>	<u>5,381,247</u>
<u>Expenditures</u>				
General government	2,833,583	541,314	-	3,374,897
House of correction	414,736	-	-	414,736
Prisoners held in other institutions	20,974	-	-	20,974
County farm	184,133	-	-	184,133
Capital outlay	14,774	-	2,853,501	2,868,275
Debt service	305,113	-	-	305,113
<u>Total Expenditures</u>	<u>3,773,313</u>	<u>541,314</u>	<u>2,853,501</u>	<u>7,168,128</u>
<u>Excess (Deficiency) of Revenues over Expenditures</u>	<u>1,382,699</u>	<u>(388,058)</u>	<u>(2,781,522)</u>	<u>(1,786,881)</u>
<u>Other Financing Sources (Uses)</u>				
Proceeds of general obligation bonds	-	-	2,000,000	2,000,000
Operating transfers in	4,104	356,377	836,361	1,196,842
Operating transfers out	(1,392,151)	-	(4,104)	(1,396,255)
<u>Total Other Financing Sources (Uses)</u>	<u>(1,388,047)</u>	<u>356,377</u>	<u>2,832,257</u>	<u>1,800,587</u>
<u>Excess (Deficiency) of Revenues and Other Financing Sources over Expenditures and Other Uses</u>	<u>(5,348)</u>	<u>(31,681)</u>	<u>50,735</u>	<u>13,706</u>
Fund balance, beginning of year as restated	989,516	81,525	45,238	1,116,279
<u>Fund Balance, End of Year</u>	<u>\$ 984,168</u>	<u>\$ 49,844</u>	<u>\$ 95,973</u>	<u>\$1,129,985</u>

The accompanying notes are an integral part of this statement.

Exhibit 3

COUNTY OF CHESHIRE, NEW HAMPSHIRE

Combined Statement of Revenues, Expenditures and Changes in Fund Balance,
Budget (GAAP Basis) and Actual - General and Special Revenue Fund Types
For the Year Ended December 31, 1986

	General Fund		
	Budget	Actual	Actual Over/(Under) Budget
<u>Revenues</u>			
Taxes	\$3,405,497	\$3,405,497	\$ -
Intergovernmental	84,440	99,479	15,039
Charges for services	227,500	339,146	111,646
Other	175,000	214,386	39,386
County farm	903,000	959,510	56,510
Interest	135,000	137,994	2,994
Refunds	-	-	-
<u>Total Revenues</u>	<u>4,930,437</u>	<u>5,156,012</u>	<u>225,575</u>
<u>Expenditures</u>			
General government	3,006,961	2,833,583	(173,378)
House of correction	367,411	414,736	47,325
Prisoners held in other institutions	25,000	20,974	(4,026)
County farm	202,719	184,133	(18,586)
Capital outlay	12,628	14,774	2,146
Debt service	304,593	305,113	520
<u>Total Expenditures</u>	<u>3,919,312</u>	<u>3,773,313</u>	<u>(145,999)</u>
<u>Excess (Deficiency) of Revenues over</u> <u>Expenditures</u>	<u>1,011,125</u>	<u>1,382,699</u>	<u>371,574</u>
<u>Other Financing Sources (Uses)</u>			
Operating transfers in	-	4,104	4,104
Operating transfers out	(1,511,125)	(1,392,151)	(118,974)
<u>Total Other Financing</u> <u>Sources (Uses)</u>	<u>(1,511,125)</u>	<u>(1,388,047)</u>	<u>123,078</u>
<u>Excess (Deficiency) of Revenues and</u> <u>Other Financing Sources over</u> <u>Expenditures and Other Uses</u>	<u>(500,000)*</u>	<u>(5,348)</u>	<u>494,652</u>
Fund balance, beginning of year as restated	<u>980,313</u>	<u>989,516</u>	<u>9,203</u>
<u>Fund Balance, End of Year</u>	<u>\$ 480,313</u>	<u>\$ 984,168</u>	<u>\$ 503,855</u>

* \$500,000 was appropriated to reduce 1986 taxes.

The accompanying notes are an integral part of this statement.

Exhibit 3

Special Revenue Funds			Total (Memorandum Only) December 31, 1986		
Budget	Actual	Actual Over/(Under) Budget	Budget	Actual	Actual Over/(Under) Budget
\$ -	\$ -	\$ -	\$3,405,497	\$3,405,497	\$ -
163,178	134,645	(28,533)	247,618	234,124	(13,494)
-	-	-	227,500	339,146	111,646
-	1,326	1,326	175,000	215,712	40,712
-	-	-	903,000	959,510	56,510
-	7,307	7,307	135,000	145,301	10,301
-	9,978	9,978	-	9,978	9,978
<u>163,178</u>	<u>153,256</u>	<u>(9,922)</u>	<u>5,093,615</u>	<u>5,309,268</u>	<u>215,653</u>
519,562	541,314	21,752	3,526,523	3,374,897	(151,626)
-	-	-	367,411	414,736	47,325
-	-	-	25,000	20,974	(4,026)
-	-	-	202,719	184,133	(18,586)
-	-	-	12,628	14,774	2,146
-	-	-	304,593	305,113	520
<u>519,562</u>	<u>541,314</u>	<u>21,752</u>	<u>4,438,874</u>	<u>4,314,627</u>	<u>(124,247)</u>
<u>(356,384)</u>	<u>(388,058)</u>	<u>31,674</u>	<u>654,741</u>	<u>994,641</u>	<u>339,900</u>
356,384	356,377	(7)	356,384	360,481	4,097
-	-	-	(1,511,125)	(1,392,151)	(118,974)
<u>356,384</u>	<u>356,377</u>	<u>(7)</u>	<u>(1,154,741)</u>	<u>(1,031,670)</u>	<u>123,071</u>
-	(31,681)	(31,681)	(500,000)	(37,029)	462,971
-	81,525	81,525	980,313	1,071,041	90,728
<u>\$ -</u>	<u>\$ 49,844</u>	<u>\$ 49,844</u>	<u>\$ 480,313</u>	<u>\$1,034,012</u>	<u>\$ 553,699</u>

The accompanying notes are an integral part of this statement.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Combined Statement of Revenues, Expenses and Changes in Retained Earnings
Proprietary Fund Type.
For the Year Ended December 31, 1986

	<u>Proprietary Fund Type</u>	
	<u>Enterprise</u>	
<u>Operating Revenues</u>		
Charges for services	\$3,272,410	
Occupational therapy reimbursement	-	
Meals to jail	91,712	
Physicians' fees	11,226	
Resale supplies	1,147	
Medical supplies	8,571	
Miscellaneous	8,357	
<u>Total Operating Revenues</u>		\$ 3,393,423
<u>Operating Expenses</u>		
Administration	277,945	
Dietary	465,842	
Nursing	1,324,920	
Plant operations	326,070	
Laundry and linen	158,867	
Housekeeping	194,011	
Physicians and pharmacy	155,173	
Special services	7,023	
Activity	72,857	
Social services	42,849	
Occupational therapy	10,425	
Physical therapy	74,266	
Depreciation	153,156	
<u>Total Operating Expenses</u>		\$ 3,263,404
<u>Operating Income</u>		130,019
<u>Non-Operating Revenues (Expenses)</u>		
Worker's compensation refund	-	
Interest income	-	
Interest expense	(195,474)	
<u>Total Non-Operating Revenues</u>		
<u>(Expenses)</u>		(195,474)
<u>(Loss) Income Before Operating Transfers</u>		(65,455)
<u>Operating Transfer In:</u>		
General fund		199,413
<u>Net Income</u>		133,958
Retained earnings, beginning of year		711,449
<u>Retained Earnings, End of Year</u>		\$ 845,407

The accompanying notes are an integral part of this statement.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Combined Statement of Changes in Financial Position
Proprietary Fund Type
For the Year Ended December 31, 1986

	<u>Proprietary Fund Type</u> <u>Enterprise</u>	
<u>Sources of Working Capital</u>		
Operations:		
Net income	\$ 133,958	
Depreciation	153,156	
Disposal of equipment	36,918	
<u>Total</u>		
<u>Total Sources of Working Capital</u>		324,032
<u>Uses of Working Capital</u>		
Current maturity of long-term debt	164,840	
Purchase of building additions and equipment	47,738	
Prior period adjustment	36,839	
<u>Total Uses of Working Capital</u>		249,417
<u>Increase in Working Capital</u>		<u>\$ 74,615</u>

ANALYSIS OF CHANGES IN WORKING CAPITAL

Increase (Decrease) in Current Assets

Cash reserved	\$ 79
Accounts receivable	21,077
Due from general fund	(6,267)
Inventories	(7,892)
Prepaid expense	4,741
<u>Net Increase in Current Assets</u>	<u>\$ 11,738</u>

Increase (Decrease) in Current Liabilities

Accounts payable	\$ (39,139)
Accrued expenses	(23,738)
<u>Net Decrease in Current Liabilities</u>	<u>(62,877)</u>
<u>Increase in Working Capital</u>	<u>\$ 74,615</u>

The accompanying notes are an integral part of this statement.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Notes to Financial Statements
December 31, 1986

1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the County of Cheshire, New Hampshire conform to generally accepted accounting principles as applicable to governmental units.

The following is a summary of the more significant policies:

A. Basis of Presentation

The accounts of the county are organized on the basis of funds or account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, equities, revenues and expenditures or expenses. The various funds are grouped by type in the financial statements. The following fund types and account groups are used by the county:

GOVERNMENTAL FUNDS

General Fund - The general fund is the general operating fund of the county. All general tax revenues and other receipts that are not allocated by law or contractual agreement to another fund are accounted for in this fund. From the fund are paid the general operating expenditures, the fixed charges and the capital improvement costs that are not paid through other funds.

Special Revenue Funds - Special revenue funds are used to account for the proceeds of specific revenue sources (other than major capital projects) requiring separate accounting because of legal or regulatory provisions or administrative action.

Capital Projects Funds - Capital projects funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities other than those financed by special assessments or enterprise operations.

PROPRIETARY FUNDS

Enterprise Fund - The Enterprise Fund, Cheshire County Nursing Home, is used to account for operations (a) that are financed and operated in a manner similar to private business enterprises -- where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Notes to Financial Statements
December 31, 1986
(Continued)

FIDUCIARY FUNDS

Agency Funds - Agency funds are used to account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

ACCOUNT GROUPS

The accounting and reporting treatment applied to the fixed assets and long-term liabilities associated with a fund are determined by its measurement focus. All governmental funds are accounted for on a spending or "financial flow" measurement focus. This means that only current assets and current liabilities are generally included on their balance sheets. Their reported fund balance (net current assets) is considered a measure of "available spendable resources". Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of "available spendable resources" during a period.

General Fixed Assets Account Group - Fixed assets used in governmental fund type operations (general fixed assets) are accounted for in the General Fixed Assets Account Group, rather than in governmental funds. The values for the general fixed assets shown in Note 4 of this report are based on historical costs as provided by county management and historical cost and current appraisal data as provided by insurance companies.

Assets purchased are recorded as expenditures in the Governmental Funds and capitalized at cost in the General Fixed Assets Account Group. No depreciation has been provided on general fixed assets.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Notes to Financial Statements
December 31, 1986
(Continued)

General Long-Term Debt Account Group - Long-term liabilities expected to be financed from governmental funds are accounted for in the General Long-Term Debt Account Group, not in the Governmental Funds. It is the county's intention to retire these bonds from revenues generated by the governmental funds. The bonds bear the full faith and credit of the county.

The two account groups are not "funds". They are concerned only with the measurement of financial position. They are not involved with measurement of results of operations.

Because of their spending measurement focus, expenditure recognition for governmental fund types is limited to exclude amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities. They are instead reported as liabilities in the General Long-Term Debt Account Group.

The proprietary funds are accounted for on a cost of services or "capital maintenance" measurement focus. This means that all assets and all liabilities (whether current or non-current) associated with their activity are included on their balance sheets. Their reported fund equity (net total assets) is segregated into contributed capital and retained earnings components. Proprietary fund type operating statements present increases (revenues) and decreases (expenses) in net total assets.

Cheshire County Nursing Home bonded debt expected to be retired from Enterprise revenues is recorded as a liability of the Enterprise Fund. These bonds also bear the full faith and credit of the County and are not just the obligation of the Cheshire County Nursing Home.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Notes to Financial Statements
December 31, 1986
(Continued)

B. Basis of Accounting

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. The basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

All governmental funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets.

Expenditures for governmental funds are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. Exceptions to this general rule are principal and interest on general long-term debt which are recognized when due.

All proprietary funds are accounted for using the full accrual basis of accounting. Their revenues are recognized when earned, and their expenses are recognized when they are incurred.

C. BUDGETS AND BUDGETARY ACCOUNTING

The county follows these procedures in establishing the budgetary data reflected in the financial statements:

1. The county commissioners shall deliver or mail to each member of the county convention who will be in office on the date that appropriations are voted, to the chairman of the board of selectmen in each town, the Mayor of each city within the county, and to the secretary of state prior to December 1, annually; their operating budget for the ensuing calendar year, together with a statement of actual expenditures and income for at least nine months of the preceding calendar year.

2. Not earlier than ten nor later than twenty days after mailing of the commissioner's statement, there shall be held within the county at such time and place as the chairman of the county convention may specify, a public hearing on the budget estimates as submitted by the clerk of the county convention, with a summary of the budget as submitted, for publication in a newspaper of general circulation in the county at least three days prior to the date of said hearing.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Notes to Financial Statements
December 31, 1986
(Continued)

3. Twenty-eight days must have elapsed from the mailing of such operating budget before the county convention shall vote for the ensuing budget period.
4. The county convention shall adopt its annual budget within 90 days after the beginning of the calendar year.
5. The final form of the county budget shall be filed with the secretary of state's office and the commissioner of revenue administration no later than 30 days after the adoption of the budget.
6. The commissioners are authorized to transfer budgeted amounts between departments within any fund; however, any revisions that alter the total expenditures of any fund must be approved by the executive committee of the delegation.
7. Formal budgetary integration is employed as a management control device during the year for the general fund, special revenue funds and enterprise fund.
8. The county prepares one budget for all funds. For financial reporting purposes this budget is broken down between the various funds. Budgets for the general and special revenue funds are reported on a basis consistent with generally accepted accounting principles (GAAP). Budgets for the enterprise fund are adopted on a basis which is not consistent with GAAP. The budget for the enterprise fund is prepared on the modified accrual basis while GAAP requires full accrual basis.
9. Expenditures cannot exceed the appropriations for which the county convention has voted, except for the payment of judgments rendered against the county. All unencumbered and unexpended appropriations lapse at year end.
10. The commissioners may apply to the county convention for an appropriation to be made subsequent to the adoption of the annual county budget. The commissioners shall deliver or mail to each member of the county convention (who will be in office on the date of the convention vote on the proposed supplemental appropriation) and to the chairman of the board of selectmen in each town and the mayor of each city within the county and to the secretary of state a statement including the amount of the proposed supplemental appropriation and the objects for which the money is required. The commissioners shall schedule a public hearing on such appropriation to be held within 30 days of the mailing or delivery of said statement. Notice of the date of said hearing, and the date of the convention vote on the proposed appropriation shall accompany said statement. A supplemental county appropriation shall require a vote of the county convention.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Notes to Financial Statements
December 31, 1986
(Continued)

D. Encumbrances

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is not employed by the County as an extension of formal budgetary integration.

E. Interfund Receivables

Interfund loans receivable (reported in "Due From: asset accounts) are considered "available spendable resources".

F. Inventory

Inventory is valued at the lower of cost or market on a (first-in, first-out) basis for the proprietary and some agency funds and consists of expendable materials and supplies. All other funds do not recognize inventories.

G. Property, Plant and Equipment

Property, plant and equipment owned by the proprietary fund (Enterprise) fund - County Nursing Home is stated at cost. Depreciation has been provided over the estimated useful lives using the straight-line method. The estimated useful lives are as follows:

Enterprise Fund

Cheshire County Nursing Home building	15-40 Years
Cheshire County Nursing Home equipment	4-25 Years

H. Accrued Expenses

Accrued expenses of the enterprise fund (Cheshire County Nursing Home) are composed of the following:

Accrued payroll deduction - BC/BS	\$ 6,387
Accrued holiday and vacation	52,248
Accrued payroll expense	19,157
Accrued bond interest payable	31,170
Accrued withholding	206
Total	<u>\$109,168</u>

I. Retained Earnings Reserved for Specific Capital Outlay

The \$3,103 shown as a reservation of fund balance in the enterprise fund retained earnings represents the remaining funds left after a sale of furniture at the old facility and accumulated interest.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Notes to Financial Statements
December 31, 1986
(Continued)

J. Revenues

Property tax revenue and other major county revenue sources are susceptible to accrual under the modified accrual basis of accounting.

Property tax revenues are collected by the towns and cities in the county district and are turned over to the county on an annual basis.

K. Total Columns (Memorandum Only) on Combined Statements

Total columns on the Combined Statements are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations, or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

L. Accumulation of Sick Leave and Vacation Leave

Sick Leave

Sick leave shall be accumulated at a rate of .83 days per month. Sick leave may be accumulated to a maximum of sixty days.

Upon accumulation of sixty days sick leave by an employee all sick leave days which the employee accumulated during each subsequent year after reaching the maximum shall be paid to the employee at the end of each year, at the rate of one-half day per day accumulated. Employees may not carry over such compensation to subsequent years, nor are they eligible to be paid for unused sick time should they terminate their employment.

Vacation and Holiday Leave

For the commissioners' office holiday and vacation days must be used in the year earned and cannot be carried over to a subsequent year.

At the nursing home vacation may be accrued to one and one-half times the employee's maximum. Any vacation accrued beyond this amount will be forfeited.

At the nursing home employees are allowed to take a given holiday within a period running from thirty days before to thirty days after that given holiday. Normally the holiday is lost if it is not taken within that time frame, although the nursing home administrator may grant exceptions to that rule.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Notes to Financial Statements
December 31, 1986
(Continued)

2. INTERFUND RECEIVABLE AND PAYABLE

Interfund receivable and payable balances at December 31, 1986 were as follows:

	Interfund Receivables	Interfund Payables
General fund	\$ 63,173	\$ 166,518
Special revenue funds	-	371
Capital projects fund	166,518	4,104
Agency funds	-	58,698
Total	<u>\$ 229,691</u>	<u>\$ 229,691</u>

3. INTERGOVERNMENTAL RECEIVABLE

The intergovernmental receivable represents monies owed the County on the State Litter Grant.

4. FIXED ASSETS

A summary of proprietary fund type (enterprise fund and nursing home) property, plant and equipment at December 31, 1986 follows:

<u>Description</u>	<u>Cost</u>	<u>Accumulated Depreciation</u>	Net <u>Depreciated Value</u>
Enterprise fund:			
Land	\$ 75,211	\$ -	\$ 75,211
Building and improvements	3,846,100	945,039	2,901,061
Equipment	504,870	288,590	216,280
Totals	<u>\$4,426,181</u>	<u>\$ 1,233,629</u>	<u>\$3,192,552</u>

The changes in General Fixed Assets are as follows:

	Balance Jan. 1, 1986	Additions	Deductions	Balance Dec. 31, 1986
<u>Cost or Estimated Value</u>				
Buildings and land:				
General government	\$3,502,044	\$ -	\$ -	\$3,502,044
Old complex, Westmoreland	810,000	-	-	810,000
County farm	311,500	-	311,500	-
Jail and house of correction	665,500	92,086	-	757,586
Construction in progress, New farm building	-	730,861	-	730,861
Equipment:				
General government and jail	403,829	7,326	-	411,155
County farm	114,474	51,078	-	165,552
Totals	<u>\$5,807,347</u>	<u>\$ 881,351</u>	<u>\$ 311,500</u>	<u>\$6,377,198</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Notes to Financial Statements
December 31, 1986
(Continued)

5. LONG-TERM DEBT

The following is a summary of general obligation bonds and note transactions of the county for 1986:

	Balance Beginning of Year	General Obligation Bonds and Note Issued	General Obligation Bonds and Note Retired	Balance End of Year
<u>General Obligation Bonds</u>				
<u>and Note Payable</u>				
Public Improvements:				
House of correction	\$ 385,000	\$2,000,000	\$ 45,000	\$2,340,000
Courthouse	1,690,000	-	130,000	1,560,000
Courthouse	26,157	-	13,076	13,081
<u>Total General Fund</u>	<u>\$2,101,157</u>	<u>\$2,000,000</u>	<u>\$ 188,076</u>	<u>\$3,913,081</u>
Public Improvements:				
Nursing home	\$2,720,000	\$ -	\$ 150,000	\$2,570,000
Nursing home	29,843	-	14,924	14,919
<u>Total Enterprise Fund</u>	<u>\$2,749,843</u>	<u>\$ -</u>	<u>\$ 164,924</u>	<u>\$2,584,919</u>
<u>Total General Obligation</u>				
<u>Bonds and Note Payable</u>	<u>\$4,851,000</u>	<u>\$2,000,000</u>	<u>\$ 353,000</u>	<u>\$6,498,000</u>

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Notes to Financial Statements
December 31, 1986
(Continued)

Bonds and notes payable at December 31, 1986 are comprised of the following individual issues:

General Obligation Bonds

\$680,000 - 1974 house of correction serial bonds due in annual installments of \$45,000 to \$40,000; interest at 6.70% through November, 1994	\$ 340,000
\$2,600,000 - 1978 court house serial bonds due in annual installments of \$130,000 through May, 1998; interest at 5.50%	1,560,000
\$4,223,000 - 1975 nursing home serial bonds due in annual installments of \$153,000 to \$100,000 through November 2005; interest at 7.20%	2,570,000
\$83,000 - 1984 court house and nursing home serial notes due in annual installments of \$27,000 to \$28,000 through May 1987; interest at 6.80%.	28,000
\$2,000,000 - Jail addition serial bond due in annual installments of \$200,000 through July 15, 1996; variable interest rate, average rate at 7.155%.	<u>\$ 2,000,000</u>
<u>Total</u>	<u>\$ 6,498,000</u>

The annual requirements to amortize all debt outstanding as of December 31, 1986;

<u>Year</u>	<u>Principal</u>
1987	\$ 553,000
1988	525,000
1989	525,000
1990	525,000
1991	\$ 525,000
Subtotal	\$ 2,653,000
1992 - 2005	3,845,000
<u>Total</u>	<u>\$ 6,498,000</u>

Interest expense for 1986 was \$195,475 and \$210,114 for the enterprise fund and general fund respectively.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Notes to Financial Statements
December 31, 1986
(Continued)

6. CONTINGENCIES

The county is a defendant in a lawsuit filed by a former inmate at the Cheshire County House of Correction seeking damages for injuries allegedly sustained when the inmate fell off the back of a truck while on a work detail. The County vehicle is insured and it is the opinion of legal counsel that the chances of any settlement exceeding the coverage the county has is minimal.

The County participates in a number of federally-assisted grant programs, principal of which are the Federal Revenue Sharing and Department of Health and Human Services, Medicaid (Title XIX). These programs are subject to Program Compliance audits by the grantors or their representatives. The audits of these programs for or including the year ended December 31, 1986, have not yet been conducted. Accordingly, the County's compliance with applicable grant requirements will be established at some future date. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although the County expects such amounts, if any, to be immaterial.

7. PENSION FUND

The county of Cheshire, New Hampshire participates in two pension plans.

The county is a member of the New Hampshire Retirement system. The retirement system is a defined benefit plan. It is a contributory retirement plan covering substantially all employees of the county and permanent policemen and fireman. Retirement allowances are paid by county funding and employee contributions, based on age and entry level. Employee contributions constitute an annuity savings fund from which a portion of the retirement allowances are paid. Employees contribute a fixed percentage of annual compensation. The rates vary by group of employees and are as follows:

Regular county employees	4.6% (1)
Permanent Firemen and Policemen	9.3%

(1) Applicable to compensation under the FICA tax limit, the rate goes to 9.2% for compensation over the FICA tax limit.

The County is also a member of the New Hampshire Policeman Retirement system. The New Hampshire Policeman retirement system is a defined benefit, contributory retirement plan covering all permanent policemen and firemen in the county of Cheshire, New Hampshire who are not members of the New Hampshire Retirement system.

The value of vested benefits of the employees has not been determined. Pension expense for the year ended December 31, 1986 totals \$59,840.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Notes to Financial Statements
December 31, 1986
(Continued)

8. JAIL ADDITION

On December 1, 1986, the county entered into a construction contract for an addition to the jail amounting to \$1,911,163. As of December 31, 1986, approximately three percent of the construction was completed and therefore no payment had been requested at year end. Architect charges which are 8% of contract price and other charges will be incurred in the following year.

The construction costs are being financed from the proceeds of a \$2,000,000 general obligation bond issued June 27, 1986.

9. BARN CONSTRUCTION

On August 13, 1986, the county entered into a construction contract with Agway, Inc., for the building of a barn amounting to \$587,589. As of December 31, 1986, \$360,000 has been spent on construction and \$34,498 had been paid for the architect and for other charges. Other construction costs amounting to \$143,272 are to be paid from funds shown below.

The construction costs are being financed from the insurance proceeds of \$480,861 and \$250,000 from the General Fund.

10. SUBSEQUENT EVENT

On April 21, 1987, the county issued tax anticipation notes totaling \$3,800,000. The anticipated interest that will have to be paid on these tax anticipation notes will amount to \$115,522.

CHESHIRE COUNTY ATTORNEY
ANNUAL REPORT
1987

The following cases were handled by the County Attorney's Office in the year 1986:

<u>CATAGORIES</u>	<u>NUMBERS</u>
Felonies	341
Misdemeanors	104
Violations	83
Violation/Probation	67
Sentence Reduction	28
Post-Trial Hearings:	
Annulments	12
Suspended Sentence	17
Work Release	24
URESAs	53
	<hr/> 178
<u>DISTRICT COURT</u>	
Juvenile Matters)	
Motor Vehicle Hearings)	22
Misdemeanors/Violations)	
	<hr/> 876
TOTAL CASES	

It is apparent from reviewing the above statistics that there has been a substantial increase in the number of felony cases brought before the Superior Court. There were 239 felony cases disposed of in 1985 with 341 felony cases disposed of in 1986. The number of Misdemeanor cases handled in the Superior Court is down from 147 cases handled in 1985 to 104 cases handled in 1986. However, the County Attorney's Office handled a total number of 876 cases in 1986 as opposed to 693 cases in 1985.

Two factors stand out as a result of comparison of the types of cases between 1986 and 1985. An increasingly number of individuals are being placed on probation as a part of recommended sentences. Their conduct is monitored by the local office of the Department of Probation and Parole very closely. Because of aggressive enforcement, any subsequent violation of the terms of probation is immediately referred to the Court for further sentence or disposition.

Because of lack of space at the Cheshire County House of Correction and at the New Hampshire State Prison, our office has recommended Deferred Sentences and probation in appropriate cases. The majority of those individuals respond favorably to probation and have little or no further contact with the criminal justice system. However, in some cases, if the individuals do not respond to probation, our office and the Department of Probation requests revocation of the Deferred or Suspended Sentence. This usually results in incarceration of the individual. This approach to sentencing and incarceration has resulted in easing the impact for space requirements at the Cheshire County House of Correction and at the New Hampshire State Prison and also has resulted in substantial monetary savings. One the other hand, those individuals who do not manifest appropriate social behavior are incarcerated.

(2.)

However, in spite of the fact that the capacity of the Cheshire County House of Correction and Jail has been increased as a result of the new addition, it is apparent from the increasing number of cases handled that the Cheshire County House of Correction and Jail will be at full capacity from the moment the spaces are available.

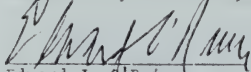
The above statistics also clearly show that the criminal justice system faces an increasing number of post-conviction Appeals and Motions that add to our present work load. In 1986 alone there were 26 requests for Sentence Reductions in State Prison sentences. Most of those hearings were heard in other Counties where the Sentencing Judges were then sitting. Normally, State Prison inmates go through various Pre-trial Programs which take a substantial period of time. These individuals are not usually eligible for these Programs unless their behavior warrants entry into such Programs. Most of the Petitions or Motions for Sentence Reductions are an attempt by the inmates to skirt the Rules and Requirements of the Department of Correction and instead seek a Court ordered release or reduction.

Our office also handled Pre-trial Petitions or Motions for Annulments, Suspended Sentences and Work Release. Each Petition or Motion requires a complete investigation into the individuals present status, checking with local Police Departments and Jail authorities and reviewing prior criminal activities. We have taken pains to be thorough in these investigations and as a result, those individuals not entitled to post-conviction relief have their Petitions or Motions denied while those individuals who are conforming with the rules of society or the Correction Department are granted relief.

Because of lack of man power and financial support, there has been little or no investigation of use and sale of drugs in Cheshire County. As I have mentioned in the past, drug and alcohol use are responsible for the majority of both criminal and anti-social behavior in this County. Hopefully, at some point, the community will support an organized effort to concentrate on these substance abuse problems.

In general, the various Law Enforcement Agencies in Cheshire County have done a good job within the limits of man power and financial support in protecting the community. The public must realize that Law Enforcement Agencies have to establish priorities based on the man power and budgetary limitations and deal with those matters which affect the public most. Required training and education for full-time and part-time Officers has resulted in an increase of their knowledge and efficiency. The local Police Agencies have rendered excellent service to the community and I hope the community will continue to support these Departments.

Respectfully submitted,



Edward J. O'Brien,
County Attorney

SHERIFF'S DEPARTMENT

To the Honorable Board of County Commissioners and citizens of Cheshire County.

As Sheriff of Cheshire County I herewith submit my report for the year ending December 31, 1986.

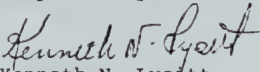
The past year has shown that the Cheshire County Sheriff's Department has been quite active. The greatest activity has been the transporting of prisoners to and from the Cheshire County House of Correction and the New Hampshire State Prison and other jails within the State and also taking female prisoners to the Grafton County Jail. Due to the high risk, transporting prisoners and escorting mental patients to the New Hampshire State Hospital are priority projects.

Because the Sheriff's Department is involved in both criminal and civil work, the necessity of assisting as bailiffs in the Superior Court occasionally, creates a drain on the staff.

I wish to thank all the departments that have assisted this department. Our endeavors are made easier knowing that the State, the counties within the State, and the full-time and part-time departments are eager to assist.

Special thanks go to County Attorney Edward O'Brien and his staff.

Respectfully submitted,


Kenneth N. Lysitt

Following is a summary of cases investigated, arrests made etc. during 1986.

Investigations:

Aggravated Felonious Sexual Assault	3
Armed Robbery	1
Assist Citizen	1
Attempted Escape	1
Attempted Murder	1
Attempted Suicide	1
Criminal Mischief	2
Criminal Threatening	1
Criminal Trespass	1
Cruelty to Animals	1
Escape	3
Fugitive	1
Issuing Bad Checks	5
Larceny	1
Simple Assault	1
Theft	3
Untimely Deaths:	
Accidental	3
Natural	5
Suicide	2

10

Patients to N. H. State Hospital	38
Prisoners Transported for other Depts.	428
Prisoners Transported for Sheriff's Dept.	425
Civil Process Served	3218

Arrests:

Capias:

Failure to Appear	97
Violation of Court Order	124
Violation of Probation	12
Accomplice to Burglary	3
Agg. Fel. Sexual Assault	2
Bail Jumping	2
Burglary	3
Contempt of Court	1
Escape	4
Falsify Physical Evidence	1
Forgery	1
Habitual Offender	1
Issuing Bad Checks	4
Non-Support	2
Possession of Drugs	2
Theft by Deception	1
Theft by Unauthorized Taking	1
Welfare Fraud	1

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Criminal Mischief	1
Forgery	1
Sexual Assault	1

Respectfully Submitted,
Kenneth N. Lysitt
 Kenneth N. Lysitt

To the Honorable Board of County Commissioners
and the Citizens of Cheshire County

As Register of Deeds for the County of Cheshire, I am pleased to submit my annual report for the year ending December 31, 1986.

The staff of 4 full-time employees and 1 part-time was increased in May, 1986 to include a full-time micro-film clerk to assist in preserving the land records. A micro-film reader for 35mm film was acquired and the long road to securing the documents was begun.

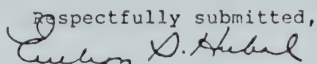
The computer used for indexing records was updated in June, 1986. Indexing was still the prime reason for use, but additional programs were added to include accounting procedures, address labels and the capability of securing other necessary information which was previously obtained manually.

Business in the Deeds office began to escalate about mid-April and did not decline, but peaked in December. Documents started to pile up and it was 6-8 weeks before they were ready to be returned to banks, attorneys and private individuals. Such conditions had not occurred in the Registry since the mid 70's. 1986 was the most active year in the Deeds office in the past 12 years. A survey taken in November showed that an average of 75-85 people a day used the Registry. It was again necessary to reiterate 1985 statements to the Commissioners and the Delegation that more space was needed for the Registry. Work space for the attorneys and abstractors was at a premium and with the many para-legals using the Registry from 8:30am til 5:00pm five days a week, the occasional user of the Registry spilled out to the plan room for work space. The additional hardware necessary for the computer also required additional space and a portion of the Deeds office moved into the former Commissioners' reception room.

There was a 38% increase in recordings for 1986. Total income to the County was \$299,381.97 with expenses totaling \$145,117. New Hampshire transfer tax collected totaled \$1,607,574.07 which is a 19% increase over 1985 tax. \$64,302.96 represented the 4% rebate back to the County from the State.

RECORDINGS	PLANS	COPIES	TAX COLLECTOR
\$235154	\$6366	\$8352	\$6264

It was with a dedicated, loyal staff the office was able to perform with some sort of semblance to a professional, business office amid the chaos of the many personal & professional problems the Register faced in 1986. A most sincere thanks to the Registry staff for their support and to the Board of County Commissioners and office staff for their assistance and understanding.

Respectfully submitted,

Evelyn S. Hubal
Register of Deeds

Maplewood Nursing Home, County Farm and Correctional Facility

I respectfully submit herein the annual report of the Cheshire County Maplewood Nursing Home, County Farm and House of Correction for the period of January 1, 1986 through December 31, 1986.

Maplewood Nursing Home came through a period of change with the resignation of its Administrator and the Occupational Therapist, and the retirement of the Director of Social Services. An internal reorganization subsequently evolved to accommodate the Home's immediate need to maintain a sense of stability for its employees and to continue its mission of providing quality care to the Residents without compromise. Both objectives were apparently met.

During the year there were 51 admissions to the nursing home; 44 residents discharged to acute care institutions, of which 36 were readmitted. There were 3 residents discharged to their home and 1 resident discharged to another nursing home. Overall, there were 54,035 patient days for a 98.7% occupancy rate. The average number of private pay residents totalled 15 or 9% of the census.

The Nursing Home took full advantage of the purchasing affiliations it had with three Group Purchasing Associations. These affiliations allowed the facility to enjoy discounted prices resulting in substantial savings.

The annual survey conducted by the State Department of Health resulted in an excellent rating. Only with the continued growth, development and cooperation of all staff working as a team, can we attain such high recognition.

In spite of the obstacles that the County Farm operations had to overcome in 1986, with the major destruction by fire of its buildings, the Farm continued to be a leader in milk production, having received several awards during the year. Total milk shipped for the year 1986 was in excess of 1,000,000 pounds. A Special Note of Appreciation is extended to the many dedicated employees who went "the extra, extra miles" in getting the Farm back into immediate operations following that infamous fire disaster. The County does look forward with total optimism in having its County Farm continue to be a viable operation under its new roofs.

The County Correctional Facility experienced a continued growth in the number of inmates incarcerated. The average daily population was 52.4, 1986 versus 36.8, 1985; a 42 percent increase. Other statistics of note:

Average age of inmate	26.8 years
Average length of stay	16.6 days
Total bookings for year	862

These statistics further documented the County's sound judgement to expand the Correctional Facility. With Cain Associates as the selected architectural firm, the construction of a 31 bed addition began in late 1986 with an anticipated completion date, last quarter 1987.

In closing, I would like to express my sincere appreciation to our staff, volunteers, and the cooperation of everyone working together in an effort to accomplish the challenges which we encounter one year to the next.

STOCK ON THE FARM - JANUARY 1, 1987

COWS:

- 73 Registered Holstein Cows and Heifers (2 years and over)
- 28 Registered Holstein Heifers (1 year and over)
- 7 Registered Holstein Heifers (6 months and over)
- 21 Registered Holstein Heifers (under 6 months)

HOGS:

- 15 Gilts - 1 year old
- 13 Barrows - 1 year old
- 3 Gilts - 8 months old
- 4 Barrows - 8 months old

FOOD INVENTORY

January 1, 1987

FREEZER	\$15,528.99
STOREROOM & COOLER	9,539.45
ROOT CELLAR	3,694.75
TOTAL	<u>\$28,763.19</u>

PRODUCE USED FROM FARM:

Beef (dressed wgt.) - 15,667 lbs.	\$1.30	\$20,367.10
Pork (dressed wgt.) - 9,694 lbs.	1.20	11,632.80
Asparagus - 304 lbs.	.95	288.80
Beans, Green - 10½ Bu.	12.00	126.00
Beans, Green - 109 lbs.	.65	70.85
Beans, Yellow - 8 Bu.	15.00	120.00
Beans, Yellow - 65 lbs.	.75	48.75
Beets - 4 crates	6.00	24.00
Beets - 5 crates	8.00	40.00
Beets - 1,622 lbs.	.40	648.80
Brocolli - 4½ crates	12.50	53.13
Brocolli - 25 lbs.	.65	16.25
Brussels Sprouts - 1/8 crate	16.00	4.00
Brussels Sprouts - 46 lbs.	1.25	57.50
Cabbage - 42	.50	21.00
Cabbage - 8	.30	2.40
Cabbage - 565 lbs.	.20	113.00
Cabbage, Purple - 25 lbs.	.40	10.00
Cantaloupe - 655 lbs.	.23	150.65
Carrots - 16 crates	21.00	336.00
Carrots - 195 lbs.	.25	48.75
Cauliflower - 10½ crates	13.20	138.60
Corn - 372½ Doz.	1.00	372.50
Cucumbers - 1/4 crate	10.00	2.50
Cucumbers - 193 lbs.	.60	115.80
Eggplant - 20 lbs.	.65	13.00
Lettuce - 14 crates	12.00	168.00
Lettuce - 65 Heads	.40	26.00
Lettuce - 13 crates	6.00	78.00
Onions, 15 crates	10.00	150.00
Onions - 1 crate	12.00	12.00
Onions - 200 lbs.	.21	42.00
Parsnips - 18 crates	20.35	366.30
Peas - 37 Bu.	22.00	814.00
Peppers - 5 crates	12.00	60.00
Peppers - 302½ lbs.	.50	151.25
Potatoes - 591 Bu.	7.75	4,580.25
Pumpkins - 110 lbs.	.12	13.20
Radishes - 59 lbs.	.50	29.50
Radishes - 13 crates	7.75	100.75

Raspberries - 10 Qts.	2.00	\$20.00
Rhubarb - 331 lbs.	.50	165.50
SCALLIONS - 40 lbs.	.30	12.00
Spinach - 25 crates	8.50	212.50
Squash, Winter - 29 crates	5.00	145.00
Squash, Winter - 3,151 lbs.	.18	567.18
Squash, Summer & Zucchini - 20½ crates	12.00	246.00
Squash, Summer & Zucchini - 1,767½ lbs.	.60	1,060.50
Strawberries - 1,983 Qts.	1.10	2,181.30
Strawberries - 75 Qts.	1.25	93.75
Tomatoes - 5,792 lbs.	.60	3,475.20
Tomatoes, Green - 150 lbs.	.40	60.00
Watermelon - 460 lbs.	.25	115.00
		<hr/>
Total		\$49,767.36

figures for period of January 1985-December 1986.

	MAN														DAYS					
	Burglary	Drugs	Theft	Assaults	Protective Custody	D.W.I.s	Non-Support	Forgery	Motor Vehicle Violations	Felonious Sexual Assault	Violations of Probation	Miscellaneous Offenses	Average Age of Offender	High Day	House	Jail	Daily Average	Daily Average	Work Release	Daily Average
January	11	5	2	10	5	25	0	0	13	5	5	36	25	43	586	554	18.9	17.9	9	1.4
February	12	4	5	11	3	29	0	0	13	6	9	43	25	49	664	515	23.7	18.4	24	1.2
March	13	5	7	9	2	26	1	0	12	7	4	44	25	49	833	545	26.9	17.6	35	1.8
April	8	7	7	9	5	30	0	1	12	7	2	48	26	54	941	569	31.4	19.0	70	3.5
May	9	4	7	8	4	25	0	3	10	7	6	44	25	58	883	629	28.5	20.3	68	3.4
June	8	5	8	8	9	20	0	1	16	6	5	38	26	50	824	505	27.4	16.8	79	4.0
July	3	0	6	2	4	20	0	0	8	1	6	27	26	58	904	636	29.2	20.5	142	7.1
August	1	2	3	9	9	24	0	0	12	1	10	46	26	66	960	777	31.0	25.1	140	7.0
September	1	1	3	2	4	22	0	0	14	1	7	18	27	61	851	577	28.4	19.2	95	4.8
October	0	3	4	1	5	22	0	0	9	2	8	23	28	65	900	797	29.0	25.1	97	4.9
November	1	1	2	6	4	20	0	0	11	1	5	26	27	68	1075	647	35.8	21.6	86	4.3
December	1	3	3	2	7	18	0	1	13	2	3	25	27	63	1088	514	35.1	16.6	49	2.5
TOTALS	68	108	57	77	61	281	1	6	143	46	70	418	26		10500	7265	28.8	19.9	894	3.7

Average Age of an Inmate: 26.8
 Average Daily Population: 52.39
 Total Booking for year : 862
 Average length of stay : 16.57 days
 Increase of 2.3 over 1985.
 Increase of 15.5 over 1985.
 Increase of 147 over 1985.
 Increase of 2.9 days over 1985.

To the Honorable Board of Commissioners and the voters of Cheshire County:

On the evening of March 22, 1953, a group of concerned fire officials met at the Keene Headquarters to try to formulate plans and agreements to assist each other to suppress fire. It was the sense of the meeting that a "Mutual Aid" pact be developed. Meeting again on May 3, 1953, proposed by-laws were discussed, along with other business. Meeting again on May 16, 1954, Fire-fighter Robert Callahan of Keene was elected Secretary of the new Association. His first assignment was to inventory apparatus of interested potential towns and develop response lists. This and other ground work completed, a meeting was held to explain response cards, agree to calls being received and handled by the duty men at Keene Station (only manned Station) and agreed to start the Mutual Aid plan on Sunday, January 16, at 12:01 a.m.

In the smaller, less populated towns, it seems the fires were never near a telephone available to call "Mutual Aid". Two-way radio communications were needed. A request for financial help was made to the County of Cheshire and Federal Civil Defense to purchase a "Base Station"; the towns to purchase truck radios. At the March 24, 1956 meeting of the Delegation, an amount of \$2,500.00 was voted from surplus for the purchase of the radio. This was not spent; however, \$2,839.72 was expended in 1957, Civil Defense providing matching funds. Base radio was installed at Hyland Hill, Westmoreland, in a building built by area firefighter volunteers. Repeater Base at Pack Monadnock, building rent free from Major Goyette.

Although the Keene firemen did a great job with the calls for Mutual Aid, it became apparent because of the ever increasing workload that a fully manned "Dispatch Center" was necessary. A request to the County for funding for 6 months was approved and the Dispatch Center opened on September 1, 1962 in an addition to the Keene Station built by the City for that purpose.

At this time, the only Police two-way radios were at Keene P.D. and the Sheriff's Office. The Sheriff's system consisted of a base and one mobile. When the office closed, the Sheriff's radio was shut off. If he went out at night or weekends, he had no radio. I suggested his base be extended to Dispatch and they would provide him twenty-four hour service. In addition, we would allow any County towns to share the frequency, twenty-four hour service from Dispatch, and this was the beginning of the present police radio net. The present Ambulance/Rescue radio net was done in a similar manner. The base radio belonging to the Foley Ambulance Service was moved to Hyland Hill, remoted to Dispatch, and expanded to use by all the ambulance services in the Mutual Aid area.

In cooperation with Granite State Alarm Company, in 1967 alarm monitoring was installed at Dispatch. This was for Industrial Businesses. Honeywell purchased Granite State and we now

provide monitoring services for industrial and residential customers. This service provides an ever increasing income which is turned over to the county to help reduce the amount to be raised by taxes to support our operating budget.

Our first year, 1955, we received five (5) requests for "Mutual Aid". All five were requests to cover an empty firehouse, none to assist at the fire. Old New England pride? Unacceptance of a new idea? Who knows? In 1986, we dispatched apparatus to 4,310 reported fires of various types; i.e., 425 chimney, 1,034 alarms from smoke detectors and/or street boxes, 206 vehicles, etc., 162 structures. Mutual Aid assistance was dispatched to 708 of these calls. We handled 4,925 ambulance/rescue calls, Police, Sheriff, State Police; 23,384 complaints, 11,078 requests for motor vehicle information directed to State Police computer for Police cruisers. Manually counted incoming phone calls total 91,404 - probably well below the actual. Radio transmissions from Dispatch to units of all services: 713,330.

This being my final report, I would like to thank everyone who supported our efforts to develop what has been described as one of the most unique and best "Mutual Aid" in the nation. The list would be too long to print as I should go back to 1953 and mention all of the Fire Chiefs, County Commissioners, Delegation members who fought for the appropriations, Sheriffs and others, many of whom are no longer with us. It has been a wonderful experience, a feeling of personal satisfaction of accomplishment, and I am most grateful for the many friends I gained and for being able to serve the people of all the towns served by our Association. I am sure I will miss everyone.

Respectfully submitted,

Robert Callahan
Chief Coordinator

1986 ANNUAL REPORT

CHESHIRE COUNTY COOPERATIVE EXTENSION SERVICE

800 Park Avenue, Post Office Box 798
Keene, New Hampshire 03431
352-4550

The New Hampshire Cooperative Extension Service is organized as a division of the University of New Hampshire in cooperation with the U.S. Department of Agriculture, the State of N.H. and County Government.

A unique partnership is established between Federal, State and County governments to provide sound, research - based information and assistance to the people through Extension professionals located in each County in the State.

The Extension Service has the responsibility for conducting all educational work in the fields of agriculture and home economics and subjects related thereto as authorized by the Smith-Lever Act as amended and other acts supporting Cooperative Extension work.

Through the Cheshire County Office, informal educational programs are offered to help people help themselves and assist them in making informed decisions about their own resources and lifestyles. Such programs are offered in environmental quality, personal and family living, management and use of our natural resources, wise spending of the consumer dollar, production, processing, marketing and distribution of agricultural products, nutrition and youth development through 4-H.

Assistance is provided by the professional Extension agents located at the County Extension office in Keene, with the resources of the University of New Hampshire providing a broad base of back-up support, through specialist and research efforts for all programs.

Cheshire County Cooperative Extension is guided by county people in establishing program priorities. Advisory Councils made up of county residents work in each major program area in order to assure that programs meet the needs of county residents.

Extension presents information to the public through educational workshops and courses, radio shows, newspaper articles, 4-H Clubs, Home Economics Groups, personal visits to farmers and woodland owners, field tours, newsletters and bulletins.

This report gives a brief overview of the Cooperative Extension Service programs in Cheshire County. These educational programs are available to all citizens. Thousands of requests are received and serviced annually for assistance and information through phone calls, written requests and office visits.

Because no report of this length can cover all facets of our program, our staff and members of the Extension Service Advisory Council are all available to provide further information as to who we are and what we can do for you.

Please call or visit us.

MEMBERS OF THE CHESHIRE COUNTY EXTENSION SERVICE
COUNCIL

Agriculture:

Hank Kenney, Marlborough
Peter Davis, Jaffrey
Bruce Smith, Westmoreland, Chairman

Home Economics:

Karen Pierson, Keene
Eleanore Smart, Keene, Secretary
Janis Barrett, Keene

4-H Youth Development:

Freeland Yardley, Walpole
Fred White, Keene, Treasurer
Wes Cobb, Keene

Forestry:

Peter Renzelman, Alstead
Roger Bienvenu, Surry
David Parody, Keene, Vice-Chairman

County Delegation:

Jeffrey Miller, Walpole

COUNTY EXTENSION AGENTS

Bruce A. Clement, Agriculture Agent
Linda M. Elliott, Home Economist
Judy "Samm" Krulish, EFNEP Program Assistant
Vacant, 4-H Agent
Lauren L. Bressett, 4-H Agent (part-time)
Marshall Patmos, Forester & County Extension Coordinator
Steve Wood, Forester (part-time)
Maureen Bigelow, 4-H Aide
Secretarial Staff - Diane Blais
 Helen Meagher

Prepared May, 1987

FORESTRY

Marshall Patmos
County Extension Forester

Steve Wood
County Extension Forester (part-time)

The Extension forestry Program provides technical assistance and information and educational services in the field of forestry to the private woodland owners, primary processors, organizations and communities of Cheshire County. The delivery of assistance is through individual field visits, group meetings and demonstrations, newsletter bulletins, news articles and radio, with the backbone of the program being the one-on-one contact with the individuals requesting assistance.

Continued interest in multiple-use forest management including timber sales, intermediate forest practices, fuelwood, and wildlife, comprise the bulk of assistance provided by the program. The financial and economic aspects of owning and managing woodland continue to be major concerns as evidenced by the numbers of requests and assists provided in the area. Insects and disease, urban forestry and general forest conservation concerns round out the types of activity the foresters are involved in. While some assists can be handled by phone or mail, many require a field visit and examination.

Working relationships with other groups and agencies such as the Conservation District, Soil Conservation Service, N.H. Division of Forests and Lands, N.H. Timberland Owners Association, Society for the Protection of N.H. Forests, the N.H. Tree Farm program, forest industry and private forestry consultants are important in helping to promote the sound management of the forest resource. Referrals and assistance to the private sector and encouragement of its development is an important function of the program.

The sound management and utilization of the 405,100 acres of forest land in the County continues to be the major objective of the Cheshire County Forestry Program.

In 1986 we provided 726 assists involving 17,267 acres. These include:

- 162 woodland exams involving 11,568 acres
- 74 landowners performing 695 acres of timber land stand improvement work
- 131 insect and disease, and urban forestry assists
- 112 finance and tax assists
- 86 marketing assists
- 14 towns were provided assistance
- 110 assists and referrals to the private sector
- 72 information and education (radio, newspaper, presentations, etc.) assists

HOME ECONOMICS

Linda M. Elliott

County Extension Agent, Home Economics

The Home Economics program of the Cheshire County Cooperative Extension Service helps people of all ages and income levels to learn new skills and apply new knowledge toward better living. The program assists people in the areas of food and nutrition, clothing and textiles, housing and home furnishings, human development, and family resource management. Each year the educational program focus is determined through the use of advisory committees and surveys, which identify problems and concerns in Cheshire County.

The Extension Home Economist conveys information in a variety of ways. There are over 800 individual contacts per year from people seeking general information and solutions to specific problems. A monthly newsletter, The Extension Line, reaches approximately 725 Cheshire County families with timely information in all areas of Home Economics. The Cradle Crier, a newsletter for parents of firstborns, is also available for distribution. Currently 110 new mothers are taking advantage of the newsletter, which covers growth and development during their baby's first year of life. Twenty (20) families are also benefitting from the quarterly newsletter, Toddler Tales, which focuses on children ages 12 months to 2 years. Efforts continue, in cooperation with other health agencies, to reach all new parents with this valuable information.

Eight hundred fifty (850) Cheshire County families benefited from a variety of public workshops, demonstrations, and informational meetings on pattern fit and alteration, nutrition, weight loss through behavior modification, funeral planning, quick and tasty meals, cancer prevention, selecting and hanging wallcoverings, exploring family finances, and selecting furniture.

In addition, approximately 75 individuals completed correspondence courses on microwave cookery, nutrition, and family financial planning.

The Extension Home Economics program also works in cooperation with the 14 Extension Homemaker groups located throughout Cheshire County. The Homemaker groups meet monthly to work on community projects and present educational programs sponsored by the Extension Home Economist. This fall, approximately 120 volunteers were trained in topics on household storage and organization, nutrition, behavior modification, food preparation, color analysis, simple electrical repairs, will preparation, food and drug interactions, and furniture restoration. Each leader, in turn, plans to train another 10 people back in their community, reaching an additional 1000 families. This close relationship between volunteers and professionals help make it possible for current research and information to reach the general public.

Extension Home Economics programs are open to all interested persons and regardless of race, color, national origin, religion, sex, age or handicap. To reach as many people as possible, sessions are scheduled free of charge in the daytime and again in the evening in communities throughout Cheshire County.

EFNEP

Judy "Samm" Krulish
EFNEP Extension Program Assistant

The Expanded Food and Nutrition Program is run under the Home Economics Division of the Cooperative Extension Service. The EFNEP Program Assistant works with low income families in their homes to improve the Homemaker's knowledge of nutrition through the use of the four food groups. EFNEP also helps the Homemaker make wise nutritional and economical choices at the grocery store, works to help improve cooking and sanitation skills, understand packaging and nutrition labeling, understand unit pricing, use proper canning and freezing techniques, improve budgeting information, and provides nutrition counseling during pregnancy and feeding information for the infant.

The EFNEP Program was available in 1986 to families in Keene, Winchester and Ashuelot. Seventeen (17) new families began the EFNEP Program. Twelve (12) families were graduated from the program. The program assistant had a caseload of more than twenty (20) families at a time. She received client referrals from seven (7) social service agencies. One referral made it possible to work with Cambodian Refugees for six (6) months.

Samm presented nutrition workshops in cooperation with Living Networks Corporation Headstart and the RISE program. She worked with groups of children in cooperation with the Keene Parks and Recreation Department and the Brownies. She continues to have a close association with WIC. In 1986, EFNEP made over 1800 individual contacts.

AGRICULTURE

Bruce A. Clement
County Extension Agent, Agriculture

Agriculture is still a very significant economic force in Cheshire County. The most recent census data shows that we have over 250 full and part-time farms with total sales of over \$13 million dollars. Approximately fifty of these farms are full-time with sales of \$50,000 or more and another 65 are significant part-time farms with sales of over \$5,000 per year.

The Cheshire County Extension Service is the major source of unbiased, research based information, education, and farm management advice for these commercial farms. Our major program emphasis has been on improving the competitiveness and profitability of agricultural businesses in Cheshire County.

Two of our most recent programs are:

1. A Fresh Forage Sampling Program which involves a team approach utilizing the U.N.H. Agronomist, the U.N.H. Dairy Specialist, and the Cheshire County Agricultural Agent. Five (5) dairy farmers in Cheshire County agreed to participate in this intensive program to improve forage quality and milk production, while decreasing fertilizer and purchased grain expenses. All five (5) farms have increased profitability as a result of this program.
2. A Fruit and Vegetable Marketing Project. The Agricultural Agent organized a meeting for the County's fruit and vegetable growers which resulted in a very successful promotion effort called "Pick Monadnock".

Both these projects have been expanded to involve more farmers in 1987. If you would like details on these projects, just give us a call at the Extension Office.

AGRICULTURE (Continued)

Although our major focus is on programs for commercial full and part-time farmers, we also provide significant programs available to all the citizens of Cheshire County. These programs include:

- A monthly agricultural newsletter
- Workshops and seminars for home gardeners
- A weekly advice column in the Monadnock Shopper
- Frequent appearances on WKBK's open mike program
- Soil testing
- Plant disease identification and control recommendations
- Insect identification and control recommendations
- Pesticide use training and certification

Agriculture continues to make an important social and economic impact on Cheshire County. The interest in commercial agriculture and home food production is quite strong. The Extension Service has been the major source of information and education on agriculturally related topics for the residents of Cheshire County and we hope to continue this tradition through the development and implementation of worthwhile educational programs and by continuing to provide sound professional advice.

4-H YOUTH DEVELOPMENT

Lauren L. Bressett, County Extension Agent, 4-H
Maureen Bigelow, 4-H Aide

Membership in 4-H is open to any boy or girl who is at least 8 years old by January 1 of the project year. They may be in 4-H until they are 18 years of age. Children under 8 years old may be "Associate Members", if the leader accepts younger children. The mission of 4-H is to assist youth in acquiring knowledge, developing life skills, and forming attitudes that will enable them to become self-directing, productive and contributing members of society.

There currently are (one or more) organized 4-H clubs in the following towns:

Alstead	Marlow	Swanzy
Chesterfield	Munsonville	Westmoreland
Fitzwilliam	Rindge	Walpole
Jaffrey	Richmond	Winchester
Keene	Stoddard	
Marlborough	Surry	

We also have youth from Langdon, Gilsum, Sullivan, Drewsville, Roxbury, Charles-town, Dublin, and Hinsdale involved in the program through clubs outside of their town.

We served 33.5% of the youth in Cheshire County last year with 512 youth enrolled in long term programs (3.7%) and an additional 4177 youth (29.9%) through short term and school enrichment programs such as a babysitting short course, Conservation Field Day for schools, Cow to School, Kids on the Block, Handicapped Awareness and Bicycle Safety. We also serve as a resource for schools in areas such as nutrition, science, safety and natural resources.

4-H YOUTH DEVELOPMENT (Continued)

Within clubs the most popular project areas are leadership and citizenship representing 31% of the total projects. Animal Science 25%; Home Economics 11%; Mechanical Science 8%; Natural Resources 5%.

In addition to the more traditional projects we had some innovative projects such as rocketry, photography, wildlife, marine science, and a very active small pets program.

The program is aided by 372 volunteer leaders, 156 who serve as long term club and project leaders and an additional 216 who teach short courses and perform other short term duties.

Other agencies we cooperate with in planning programs and/or presenting programs include: Odd Job Kid Corp.; Monadnock Family and Mental Health Services; Keene State College; RISE; United Way; State Department of Education; Adolescent Health Specialist, Bureau of Maternal and Child Health; Volunteer Center; YMCA; Police Department - Bike Safety; Fire Department - Fire Safety; Red Cross - First Aid and Child Care.

Highlights of 1986-87

- 4-H Clubs community service projects included wheelchair and crib bags for Cedarcrest and Veterans Homes. Others are creating activities for Old Home Days, training about home fire drills, adopting nursing home residents.
- Kids on the Block Youth Group were asked to perform as part of T.A.P. (Teens are People) Conference for 500 State High School students in Concord.
- Members and leaders worked to support the program financially by raising over \$8,000 to pay for ribbons, awards and educational trips and programs.
- 253 sixth grade students participated in Conservation Field Day in the fall.
- National 4-H Congress in Chicago: Melissa Wyman of Marlborough.
- Citizenship - Washington Focus: Bill Kelly, Winchester; Jen Clement, Westmoreland; Heather Hickox, Marlborough.
- National 4-H Livestock Judging: Kathy Blanchard, Marlow; Kelly Patmos, Westmoreland.
- National Horse Quiz Bowl in Louisville, Ky.: Kate Mosbaugh, Keene; Ellen Marechal, Keene.
- National Dairy Conference: Bill Kelly, Winchester.
- National Dairy Quiz Bowl: Bill Kelly, Winchester; Tammy Clem, Hinsdale.

WE CONTINUE TO "MAKE THE BEST BETTER"

MINUTES

Cheshire County Delegation Meeting

January 17, 1986

Cheshire County Court House

Attendance- Reps: Eaton, Frink, Gordon, Johnson, Matson, Miller,
Parker, Perry, Ramsay, Ridge, Riley, Schwartz,
Sullivan, Thompson, Young.

Chairman Gordon opened the meeting at 7:40 p.m. for discussion only since no quorum was present. (Note: Votes are recorded with the discussion of agenda items although they were taken later in the meeting, upon reaching a quorum.)

Request from County Treasurer to borrow in anticipation of the receipt of taxes

Treasurer Dunn requested the authority to borrow up to \$3 million. He explained that this is the same request as for 1985. Due to IRS Code 103, our auditor has indicated that there may be some restrictions on our ability to borrow. In the past we have borrowed money in excess of our needs and invested in order to make a profit. Now our borrowing authority will be tied directly to our needs. This may significantly decrease the amount of interest income the county will be able to earn.

Rep. Thompson moved authorization for Treasurer Dunn to borrow up to \$3 million in anticipation of the receipt of taxes. Seconded by Rep. Parker. Voted affirmatively by unanimous roll call of those present. Vote 14-0

Investigative Committee Report and request for funds to cover legal expenses

Rep. Perry, chairman of the investigative committee said that four meetings of the committee had been held. The first was organizational, Rep. Matson elected Vice-Chairman and Rep. Grodin as Clerk. At the second meeting they heard from the Commissioners and Coordinator Drouin. Their third meeting included discussions with legal counsel Attorney Bell. The fourth meeting included discussions with former Commissioner Lynch and Attorney Bell. The committee hopes to meet again on Thursday, Jan 23 in Concord to hear from John Disco of the N.H. Assoc. of Counties. No action will be taken by the committee until Rep. Scranton is able to participate in the investigation. The committee is requesting \$5,000 for further legal inquiry, as there is some question as to the Commissioners' authority to abolish the County Coordinator position rather than firing the employee.

Rep. Perry moved the delegation appropriate \$5,000 from unrestricted surplus for legal expenses of the investigative committee. Seconded by Rep. Eaton. Voting Yes: Eaton, Frink, Gordon, Matson, Miller, Parker, Perry, Ramsay, Riley, Schwartz, Sullivan, Thompson, Young. Voting No: Ridge. Approved 13-1.

Request for transfer of funds from surplus to a capital reserve account

Rep. Parker moved that \$55,500 be taken from surplus to be put in a farm equipment capital reserve fund and used upon approval of the Commissioners for a tractor, bulldozer, winch, repair of Blood property and painting of buildings. Seconded by Rep. Ridge.

Superintendent Wilson and Mr. Patmos gave background on problems in maintaining and replacing equipment and explained the need for the specific items. Rep. Ramsay stated that transfers from surplus were for emergency needs, and that most of these items seemed as if they could be made with their departments' budget requests. Mr. Wilson explained that part of the reason for the request was to ensure the balance in the 1986 budget between revenues and expenditures. Rep. Parker urged approval of the request, stating that in order to maintain an efficient operation in Westmoreland this equipment was needed. He said there have been significant problems because of the delegation's unwillingness to appropriate adequate funds for equipment maintenance and replacement.

Voting Yes: Eaton, Frink, Gordon, Johnson, Miller, Parker, Perry, Ridge, Riley, Thompson, Young. Voting No: Matson, Ramsay, Schwartz, Sullivan. Motion approved 11-4.

Chairman Gordon asked if there was any other business to come before the delegation. There being none, Rep. Eaton moved adjournment. Seconded by Rep. Schwartz. Approved unanimously. Meeting adjourned at 9:10 p.m.

Respectfully submitted,

Susan Schwartz

Susan Schwartz, Clerk

CHESHIRE COUNTY EXECUTIVE COMMITTEE

Budget Meeting Minutes

January 20, 1986

Cheshire County Court House

Attendance-Reps.: Arnott, Delano, Gordon, Matson, Parker, Perry,
Ramsay, Riley, Russell, Schwartz
Also Rep. Thompson, Commissioner Lane, Comptroller Titus

Vice-Chairman Riley opened the meeting at 9:35 a.m.
Discussion followed as to how the Executive Committee would review the budget and a meeting schedule. Consensus was that the time should be taken to do a thorough review given the controversy between the Delegation and the Commissioners.
Schwartz moved the 1985 final quarter review be put off until the actual numbers are available, and the Executive Committee begin the 1986 budget review. Seconded by Parker, approved unanimously.
Riley moved the Executive Committee meet on Fridays, beginning at 9:30 a.m. for the full day, until the review is complete. Seconded by Ramsay, approved 9-1.

In reviewing the Delegation budget (4103.18-38) Arnott questioned the situation as to secretarial services available to the delegation. Lane said that these services would now be available. Gordon explained the history of the clerk's position and described the discussions between him and Commissioner Cheney regarding the termination of services for the delegation. Arnott said that on most committees the clerk is responsible for ensuring the accuracy of records, but not for the actual notetaking, typing, and mailing. Ramsay said that because these minutes are legal documents they should be done professionally. Discussion followed regarding inclusion of line items in the budget for secretarial services and for legal counsel.

Marshall Patmos of the Cooperative Extension Service explained his budget request. The total is an 8% increase, mostly due to salaries. Operating costs are down by less than 1%. Ramsay requested the Commissioners provide the Executive Committee with a policy on salary increases rather than having us review each department's salaries individually. Although seemingly high, the rental expenses (8360.40) are actually \$8.56/sq.ft. because they include heat, electricity, and maintenance. When questioned about insurance (8360.94) Patmos explained that his liability on volunteers had been paid for through 1986 but he had not yet determined what the future impact would be. He also explained how his total budget was divided between the County 40%, Federal 35-40%, and State 17-25%. Matson asked if the Extension Service would be included on the County's computer system. Patmos said he had not been approached yet.

Ernie Larson explained the Court House Maintenance budget. Questions were raised as to water and sewer expenses (4160.63) due to the increases in sewer rates. Mr. Larson explained that they had already been included. Discussion followed regarding oil purchasing and benefits of window quilts. Larson described his oil purchase procedures and bid process. He will check into the possibility of prepayment arrangements. The cost for completion of window quilts in the Court House would be \$15,728.

EXECUTIVE COMMITTEE BUDGET MEETING MINUTES

January 20, 1986

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Arnott moved inclusion of up to \$15, 728 in line 4160.70 in the 1986 budget for purchase of window quilts. Seconded by Parker, approved unanimously.

Questions were raised about salary increases. Arnott requested the Commissioners provide the Executive Committee with a comparison of staff positions for the past few years. Lane said she has already done this and will get it to the Committee.

Discussion followed regarding fire equipment inspections done by Commissioner Adams' company.

Further discussion of the problems with handicapped entrance ramps resulted in many ideas for possible solutions. Factors such as the historic landmark designation, extending the elevator to the basement, changing the slope of the existing ramp, were all considered. Matson moved the Executive Committee request the Commissioners propose a solution to the ramps problem. Seconded by Russell, approved unanimously. Larson told the Committee of two falls so far this winter because the ice can not be removed. Russell said we were tempting fate and leaving ourselves wide open for liability suits if the situation was not improved.

Perry said there were two new requests from outside sources for funding. and asked the Committee to vote as to whether we should hear their requests. Schwartz described the first request, for \$5,000 towards a household hazardous waste collection day planned for Cheshire County in the Spring. State matching funds are available, and many private businesses and community groups are supporting the project. Motion by Matson, seconded by Ramsay to hear the request. Approved unanimously. The second request is from Monadnock Region Substance Abuse Services Inc. Motion by Matson, seconded by Ramsay, to hear request. Approved unanimously.

Meeting adjourned.

Next meeting scheduled for Friday, January 31, 1986 at 9:30 a.m.

Respectfully submitted,

Susan Schwartz

Susan Schwartz, Clerk

CHESHIRE COUNTY EXECUTIVE COMMITTEE

Budget Meeting Minutes

January 31, 1986

Cheshire County Court House

Attendance-Reps.: Arnott, Davis, Delano, Gordon, Parker, Perry, Ramsay
Riley, Schwartz
Also Commissioner Adams and Rep. Thompson

Chairman Perry opened the meeting at 9:50 a.m.

Commissioner Adams reviewed the corrections to the 1985 final quarter budget report. These figures are unaudited but the Commissioners are confident in their accuracy.

Questions were raised as to why the Commissioners changed their recommendation regarding an other Assistant County Attorney. The increased case load including number of complaints and resources needed to follow through on each case were cited as reasons for the change in recommendation. Attorney O'Brien explained his 1985 expenditures were \$14,000 below what was budgeted because of a vacant staff position and the estimates used for extradition, expert witnesses, and evidence storage. He requested changes in lines 4110.30-39 as in his letter to Chairman Perry. The total increase for those items is \$1,825. Discussion followed regarding money for criminal investigation and whether this money should be in the County Attorney's budget or in the Sheriff's budget. Consensus was that the amount should be adequate and it should be located wherever it would be more readily available if a situation arises. O'Brien emphasized his need for an Assistant as the case load is increasing greatly.

Commissioner Adams explained the agreement with Honeywell regarding the energy management system. Since we have not saved the cost of the system in energy costs over 3 years, we are entitled to a refund. This would mean returning the system for the rebate. Questions were raised as to how they calculated the savings and why this is their only system to show no savings. No action will be taken by the Commissioners for several months. Consensus was that the Executive Committee would not like to see the system removed as energy prices are continually changing.

County Welfare Director Mimi Barber explained the changes in state/county/ and local responsibilities for the various line items and reviewed her estimates for each. She explained how the case loads and cost per case were determined. Aid to Permanently and Totally Disabled (4190.55) is decreased to \$289,000. Intermediate Nursing Care (4190.56) is increased to \$1,274,000. Board and Care of Children is increased to \$318,000 (4190.58).

Recess at 12:40 p.m.
Reconvened at 1:40 p.m.

Mrs. Hubal, Register of Deeds, explained her need for a full time person to microfilm documents. Three sets are needed, one off premises for security, one for the public, and one for the staff. Five years would be needed to complete the sets. Discussion followed regarding space needs to accommodate the amount of shelves plus work space and meeting space. The microfilm readers will take considerable space and moving the computer out of the office could ease congestion. Questions were raised as to the nature of the computer service contract (4120.29).

Executive Committee Budget Meeting Minutes
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Robert Callahan, Southwestern New Hampshire Fire Mutual Aid Chief explained the changes in his requests.

9080.03	\$7,385
.12	\$12,740
.30	\$750
.32	\$150
.33	\$800
.36	\$500
.39	\$450
.46	\$800
.61	\$325
.82	\$350 Dispatch
.86	\$300 State Microfiche

He also described the impact of the Garcia Supreme Court decision on work hours and hiring part time help. There was discussion on the most efficient way to organize staff due to the decision. Discussions followed regarding insurance and potential income from rental of microwave equipment lines.

Sheriff Lysitt was asked about the need for funds in the criminal investigation budget (4140.44) and whether the total amount should be in the County Attorney's budget. As long as the funding was adequate and it was accessible, it would be agreeable to him. There was discussion about the impact of the Garcia decision on his department. Also 4140.86 was reduced because a vehicle was included in the 1986 budget which he was able to purchase in 1985, unexpectedly.

Meeting adjourned at 4:15 p.m. Next meeting scheduled for Feb.7 at 9:30 a.m.

Respectfully submitted,

Susan Schwartz

Susan Schwartz, Clerk

CHESHIRE COUNTY EXECUTIVE COMMITTEE

Budget Meeting Minutes

February 7, 1986

Cheshire County Court House

Attendance-Reps.: Arnott, Delano (morn), Gordon, Matson (morn), Parker,
Perry, Ramsay, Schwartz
Also Commissioner Lane, Rep. Thompson, Rep. Young (aft)

Chairman Perry opened the meeting at 9:35 a.m.

Richard Porubcansky, President of New Hope New Horizons, Inc. described the agency's services and requested \$45,000, which has been the consistent request for general appropriation for several years (4190.60). The request is 3.8% of their total budget. By training handicapped people in vocational skills and placing them in jobs within the community, this agency helps offset other public welfare costs.

Jane Garry & Maiche Gardner, Directors of Home Health Care and Community Services presented their request for \$63, 140 for their homemaker/home health aid program (4190.62). By providing help to people in their homes, they can be kept out of institutions.

Bridget Hansel of the Monadnock League of Women Voters presented a request for \$5,000 to help fund a Household Hazardous Waste Collection Day for Cheshire County. The collection is planned for late May at the Dillant Hopkins Airport. The City of Keene has given \$3,000 for the project, local private businesses have contributed, and matching funds are available through the N.H. Office of Waste Management. The project is being organized by many diverse groups throughout the County in order to keep hazardous wastes out of landfills and to protect local groundwater resources.

Motion by Matson, seconded by Parker and Arnott to include \$6,000 in a new line item in the 1986 budget for the project. Approved unanimously.

Cliff Smith of Monadnock Health & Welfare Council and Jack Jennings of Monadnock United Way presented the Council's request for \$10,000, specifically for the Helpline telephone referral service (4190.61). The consolidation of these agencies has resulted in a decrease in their request from the County. It has also helped the United Way in their allocation process. They requested this line item be listed as Helpline in order to more appropriately reflect the use of the funds.

Russ Calkins of the Cheshire County Conservation District and Tom Havill of Keene State College presented their request for \$13,000 (9384.02-86). Questions were raised as to whether increasing fees for their services could offset some of their funding request, and how they will help in the groundwater mapping project.

A new request for \$5,000 was made by Monadnock Region Substance Abuse Services, Inc. Donna Drouin, Robert Rooney, Richard Smith, and Al Merrifield explained their services, goals & other funding. They have taken over the Alcohol Crisis Intervention program, formerly (4200.02-94) in the previous county budgets.

Break for lunch at 12:30 p.m.

Reconvene at 1:30 p.m.

Executive Committee Budget Meeting Minutes
Feb. 7, 1986
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Erika Radich of the Grand Monadnock Arts Council requested the County install lights in the Court House hallway so that the Council can exhibit local artists' work. The Council would do all the work regarding the exhibits if the County would provide adequate lighting. Consensus was that this would be most appropriate as an increase in the Court House Maintenance budget in the line item for Equipment Purchase (4160.86) as a \$2,000 increase above the current request of \$1,463. Commissioner Lane was asked to inquire about increasing the Court House insurance policy to cover the artwork.

Linda Kent, Tim Robertson, and Ceil Goff presented the request for \$20,000 from Youth Services, Inc. (4190.63). This agency helps to deter more costly placements of CHINS and delinquent children and adolescents by providing foster care. They are also involved in family mediation programs, home based counseling and assessments.

Commissioner Lane presented the request from the Juvenile Conference Committee for \$8,000 (4190.59). The County is billed by the City of Keene by the case.

The Commissioners budget was discussed (4100.01-94). Rep. Arnott expressed concern over the low salary for the Administrative Assistant (4100.02) because in order to get someone of quality for the position a higher salary would be needed. Commissioner Lane explained that this is a typical salary for an office manager and said that Treasurer Dunn had also expressed concern over the qualifications of a person hired at that salary level because of the technical nature of finances that the person would be responsible for. Other concerns were expressed over the impact of the federal Gram-Rudman-Hollings provisions and the need to hire someone able to obtain grants for the County. Commissioner Lane explained that several line items in their budget were reduced because of transfers of some costs to other departments where they are more appropriately reflected. The increase ~~the~~ telephone (4100.30) is because the switchboard costs are attributed to the Commissioners' office.

Karen Wagner and _____ presented the request for \$5,000 from the Womens Crisis Services (4190.64). They are providing services for all people in need of support who have been victims of physical or emotional abuse. Police Departments throughout the area use their services. They give legal advice and provide emergency shelter, counseling and other support. Other funding sources include the United Way and federal grants. They will be requesting money from towns in Hillsborough County only.

Meeting adjourned at 3:30 p.m. Next meeting scheduled for Feb 14 at 9:30 a.m. in the Court House.

Respectfully submitted,
Susan Schwartz
Susan Schwartz, Clerk

CHESHIRE COUNTY EXECUTIVE COMMITTEE

Budget Meeting Minutes

February 14, 1986

Cheshire County Court House

Attendance-Reps. Delano, Gordon, Matson, Parker, Perry, Schwartz
Also Rep. Thompson, Commissioner Adams, Superintendent Wilson

Chairman Perry opened the meeting at 9:45 a.m.

Discussion regarding establishment of a capital reserve fund for the Maplewood complex resulted in consensus that the fund would be in the best interest of the County's taxpayers economically because it is good business practice. A vote to recommend setting up such a fund will be taken as soon as a quorum is present. (Note: Vote taken later in meeting)

Superintendent Wilson said he is trying to get separate insurance for Maplewood vehicles through the Farm Bureau. It may be easier and less costly to separate those vehicles from the ones used by the Sheriff and Mutual Aid, which have more potential liability problems.

Wilson said his total budget is up 3.5% for 1986. \$100.91 is a result of state requirements for data collection, which is based on .0% of total revenues for the nursing home. He explained that the reason the different departments had such variable Blue Cross/Blue Shield expenses (line .12 in each department) was that the assessments were based on individual employees, and because there is such a high turnover rate in certain jobs, it is difficult to properly estimate this expense from year to year. The increases in Outside Services for Plant Operations (\$150.29) were explained. They include \$6,000 for sludge cleaning. This is the first cleaning in 18 years. With the expansion at Maplewood, the system would be within limits as long as it is properly cleaned according to the Water Supply & Pollution Control Commission. (And we even get some fertilizer as a result.) Also new in this line is \$5,000 for our contract with Honeywell which in the past had been included as part of the purchase price. We are in a good negotiating position with Honeywell because we haven't realized the savings guaranteed in the contract. \$150.86 for Equipment Purchase includes money for a truck with a sander.

Equipment Purchase for the Housekeeping Dept. (\$170.86) is reduced due to participation in purchasing groups. We can save up to 50% on certain items through these groups, and can expect a \$4,000 savings in 1986.

Wilson explained the personnel changes and resulting budgetary impact for Activities (\$193), Occupational Therapy (\$196), and Physical Therapy (\$197).

We can also expect some savings in Drug Purchases (\$180.42) from the purchasing groups, even though this line item is increased due to the needs of specific patients. About 75% of these expenses are recovered through Medicaid.

EXECUTIVE COMMITTEE BUDGET MEETING MINUTES

February 14, 1986

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Wilson said the architect working on the plans for the jail expansion could be ready by the March Annual Delegation Meeting to make a presentation. Three sets of plans have been developed with a potential cost of \$1.5-1.8 million. The plans include an additional 30 beds. A bond issue request could be made at the Annual Meeting for up to \$2 million, or some of the 1985 surplus could be applied to decrease the bond issue. Wilson will send information regarding the expansion plans to the delegation. Consensus was to have the architect give the delegation a presentation at the March Meeting.

County Farm Seed, Fertilizer and Spray (7100.76) was overestimated. The request could be changed to \$13,500. False weight slips by the company has resulted in their being banned from business practice in the state and new bids were received.

Revenue line 7059 could be increased to \$6,000 because of rental income.

Discussion of a capital reserve fund was resumed. Rep. Thompson suggested the County develop a rolling 5 year capital plan. Consensus was that we should not let politics restrict good business practice. Motion by Parker, seconded by Schwartz that the Executive Committee request the Commissioners to supply us with a rolling 5 year, itemized and dated, capital plan for items above \$1,000 cost, so that a corresponding capital reserve fund could be included in the 1986 budget, for use upon approval of the County Delegation. Vote unanimously in favor by those present.

Motion by Delano, seconded by Parker to recess until Friday, February 21 at 9:30 a.m. Unanimously approved. Meeting recessed at 11:40 a.m.

Respectfully submitted,

Susan Schwartz

Susan Schwartz, Clerk

NOTE: DELEGATION MEETING TENTATIVELY SCHEDULED FOR SATURDAY, MARCH 22 AT MAPLEWOOD FOR ADOPTION OF 1986 BUDGET AND JAIL EXPANSION PRESENTATION.

CHESHIRE COUNTY EXECUTIVE COMMITTEE

Budget Meeting Minutes

February 21, 1986

Cheshire County Court House

Attendance: Reps.-Arnott, Davis, Delano, Gordon, Parker, Perry, Ramsay, Schwartz, Scranton

Chairman Perry opened the meeting at 9:45 a.m.

The Executive Committee began its page by page budget review. Rep. Arnott moved line 4100.02 Commissioners Payroll Expense-Administrative be reduced to \$1.00. Seconded by Rep. Scranton for discussion purposes. Discussion followed regarding authority of the Commissioners and the Delegation relative to positions and budget expenditures. Rep. Ramsay said that before this position is funded the Delegation should review the investigative committee's report. If it is funded it can not be taken away later. If the Commissioners want the position eliminated then it should be eliminated, not put in under another heading. They have the right to eliminate a position but we have funding authority. The motion was withdrawn. Rep. Ramsay moved the line (4100.02) be eliminated. Seconded by Rep. Scranton, approved unanimously. Rep. Ramsay moved the addition of \$12,000 to line 4100.03, in order to allow the hiring of a secretary/receptionist at grade 7. Seconded by Rep. Scranton, approved unanimously. Rep. Scranton moved the Executive Committee recommend the Commissioners budget for 4100.01-.94 with above changes. Seconded by Rep. Delano, approved unanimously.

Moved by Rep. Arnott, seconded by Rep. Scranton to recommend lines 4101.01-.94 Treasurer as proposed by the Commissioners budget. Approved unanimously.

Moved by Rep. Scranton, seconded by Rep. Ramsay to recommend line 4102.29 Auditors as proposed in the Commissioners budget.

Rep. Arnott moved \$1,000 be added to the Delegation budget as a new line 4103.03 for Secretarial Services. Seconded by Rep. Parker. Rep. Arnott explained that because of the changes in services provided by the Commissioners office to the Delegation secretarial help during meetings of the Executive Committee and the Delegation meetings under the direction of the Clerk in order to take minutes was needed. Approved unanimously. Rep. Arnott moved \$1,000 be added as a new line 4103.92 for Legal Expense. Seconded by Rep. Parker. Rep. Scranton suggested we request someone from the County Attorney's office be present at Delegation Meetings. Consensus was that we should make this request but also have funds available if additional legal advice was necessary. Motion voted unanimously. Rep. Ramsay moved line 4103.18 Attendance be increased to \$3,000. Seconded by Rep. Schwartz, approved unanimously. Rep. Parker moved line 4103.34 be raised to \$500 for Advertising. Seconded by Rep. Arnott, voted unanimously. Rep. Ramsay moved to recommend the Commissioners proposed Delegation Budget (4103.18-.38) with approved additions and changes for a total of \$7,550. Seconded by Rep. Parker, approved unanimously.

Rep. Parker moved line 4110.44 Miscellaneous County Attorney expenses be increased to \$4000 to provide funds for criminal investigation (drug purchases). These funds would be removed from the Sheriff's Dept. and

CHESHIRE COUNTY EXECUTIVE COMMITTEE BUDGET MEETING MINUTES
February 21, 1986
page 2

included in the County Attorney budget to provide more immediate access if necessary. Motion approved unanimously.

Rep. Parker moved to recommend Commissioners proposed County Attorney budget (4110.01-94) with accepted changes. Seconded by Rep. Scranton, voted unanimously.

Rep. Ramsay moved to recommend Commissioners proposed budget for the Register of Deeds (4120.01-.94). Seconded by Rep. Arnott, voted unanimously.

Rep. Arnott moved line 4140.44 Sheriff's Criminal Investigation be reduced to \$0 as funds have been included in County Attorney budget. Seconded by Rep. Parker, voted unanimously. Rep. Arnott moved line 4140.12 for Blue Cross/Blue Shield be increased to \$12,690. Seconded by Rep. Schwartz, voted unanimously.

Rep. Scranton moved to recommend the Commissioners proposed budget for the Sheriff's Dept (4140.01-.94) with approved changes. Seconded by Rep. Parker, voted unanimously.

Rep. Ramsay moved recommendation of the Commissioners proposed budget for Medical Examiner (4150.20-.42). Seconded by Rep. Arnott, approved unanimously.

Rep. Arnott moved line 4160.65 Court House Maintenance--Fuel be cut to \$13,000. Seconded by Rep. Parker, approved unanimously.

Rep. Arnott moved line .70 be raised to \$20,923 to include funds for purchase of window quilts, as voted at the January 20, 1986 Executive Committee Meeting. Seconded by Rep. Schwartz, voted unanimously.

Rep. Ramsay moved addition of \$2,000 for lighting in line .86. Seconded by Rep. Parker. Approved on voice vote. Following discussion with Ernie Larson regarding security considerations; and a view of the current hallway lighting, Rep. Arnott moved reconsideration. Seconded by Rep. Scranton, approved 7-2, Rep. Ramsay and Davis opposed. Motion to include \$2,000 in line .86 revoted. Motion failed 2-7.

Rep. Parker moved to recommend the Commissioner proposed budget for Court House Maintenance (4160.01-.99) with approved changes. Seconded by Rep. Ramsay, voted unanimously.

Rep. Ramsay moved the Executive committee accept the budget changes requested by Welfare Director Mimi Barber in line 4190.55 to \$289,000; line .56 to \$1,274,000; line .58 to \$318,000; and subsequent sub-total. Seconded by Rep. Scranton, voted unanimously. Rep. Gordon moved recommendation of lines 4190.01-.92 as proposed by the Commissioners with approved changes. Seconded by Rep. Ramsay, voted unanimously.

Rep. Arnott moved to recommend 4190.59 as proposed for Juvenile Conference Committee. Seconded by Rep. Schwartz, voted unanimously.

Rep. Arnott moved recommendation of line 4190.60 with reservations and advice to New Hope. New Horizons that continued funding should not be assumed. Seconded by Rep. Scranton. Discussion followed regarding personnel and salaries of the agency. Motion approved on a voice vote.

Rep. Ramsay moved the title of 4190.61 be changed to Helpline and funding as requested be recommended. Seconded by Rep. Arnott, voted unanimously.

Rep. Arnott moved recommendation as proposed for line 4190.62 Home Health Care and Community Services. Seconded by Rep. Davis, voted unanimously.

CHESHIRE COUNTY EXECUTIVE COMMITTEE BUDGET MEETING MINUTES

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Rep. Ramsay moved recommendation as proposed for Youth Services of Monadnock, Inc. (4190.63). Seconded by Rep. Parker, voted unanimously.

Rep. Schwartz moved recommendation as proposed for Women's Crisis Services (4190.64). Seconded by Rep. Delano, voted unanimously.

Rep. Arnott moved addition of new line item 4190.65 for a Cheshire County Household Hazardous Waste Collection Day as previously voted by the Executive Committee at \$6,000. Seconded by Ramsay, voted unanimously.

Rep. Gordon moved inclusion of new line 4190.66 for Monadnock Region Substance Abuse Services Inc. at \$5,000. Seconded by ⁴⁸Ramsay, approved unanimously.

Rep. Ramsay moved recommendation of the total budget for Public Welfare with approved changes at \$2114,582. Seconded by Rep. Parker, voted unanimously.

Rep. Ramsay moved recommendation of (4222.02-.84) State Road Side Cleanup Grant as proposed by Commissioners. Seconded by Rep. Scranton, voted unanimously.

Rep. Arnott moved recommendation of Cooperative Extension Service budget as proposed by the Commissioners (8360.01-.94). Rep. Scranton seconded the motion, voted unanimously.

Rep. Arnott moved recommendation of Southwestern N.H. Fire Mutual Aid budget (9080.01-.94) as proposed by the Commissioners with the following changes:

.03 \$7,385

.12 \$12,740

.30 \$750

.32 \$150

.33 \$800

.36 \$500

.39 \$450

.46 \$800

.61 \$325

.82 \$350 Dispatch

.86 \$3,500 / \$300 State Microfiche

Seconded by Rep. Parker, voted unanimously.

Rep. Arnott moved to recommend line 9100 Interest Expense as proposed. Seconded by Rep. Parker, voted unanimously.

Rep. Scranton moved to recommend Cheshire County Conservation District budget (9384.02-.86) as proposed. Seconded by Rep. Arnott, voted unanimously.

Rep. Ramsay moved recommendation of Maplewood Administration budget (5100.01-.94) as proposed. Seconded by Rep. Gordon, voted unanimously.

Rep. Ramsay moved recommendation of Dietary budget (5130.01-.86) as proposed. Seconded by Rep. Scranton, voted unanimously.

Rep. Ramsay moved recommendation of Nursing budget (5140.01-.86) as proposed. Seconded by Rep. Parker, voted unanimously.

Rep. Parker moved line 5150.65 be reduced to \$80,000 for Fuel. Seconded by Rep. Schwarz, voted unanimously.

CHESHIRE COUNTY EXECUTIVE COMMITTEE BUDGET MEETING MINUTES
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Rep. Arnott moved recommendation of Plant Operations budget (5150.01-.99) as proposed with approved changes. Seconded by Rep. Delano, voted unanimously.

Rep. Arnott moved recommendation of Laundry and Linen budget (5160.01-.86) as proposed. Seconded by Rep. Scranton, voted unanimously.

Rep. Scranton moved recommendation of Housekeeping budget (5170.01-.86) as proposed. Seconded by Rep. Davis, voted unanimously.

Rep. Ramsay moved recommendation of Physicians and Pharmacy (5180.02-.70) as proposed. Seconded by Rep. Gordon, voted unanimously.

Rep. Delano moved recommendation of Special Services budgets, including lines 5190.42 and .57; 5193.01-.42; 5195.01-.16; 5196.01-.42; 5197.01-.86.
(Religious Expense) (Activities) (Social Services) (Occupational Therapy) (Physical Therapy)
Seconded by Rep. Ramsay, voted unanimously.

Rep. Ramsay moved recommendation of County Jail and House of Corrections budget (6100.01-.99) as proposed. Seconded by Rep. Delano, voted unanimously.

Rep. Schwartz moved line 7100.76 Seed, Fertilizer, Spray be reduced to \$13,500. Seconded by Rep. Arnott. Voted unanimously.

Rep. Arnott moved recommendation of County Farm budget (7100.01-.94) as proposed with approved changes. Seconded by Rep. Ramsay, voted unanimously.

Discussion followed regarding the changes in sick pay policy made during last year's budget meeting. Since no information was presented to the Executive Committee regarding the ramifications of the changes we could not make a recommendation to the Delegation. Rep. Arnott moved the Executive Committee request the Commissioners provide information about the impact of the changes to the Delegation at the budget meeting. Seconded by Rep. Schwartz, voted unanimously.

Rep. Arnott moved the Executive Committee recommend the budget as proposed by the Commissioners with the approved changes to the Delegation. Seconded by Rep. Ramsay, voted unanimously.

Rep. Ramsay explained that this was the first year that information needed by the Executive Committee for its budget review was unavailable. Information requested was not provided and questions that arose during meetings were not answered. This is the first time the Clerk had to transcribe all the budget information for the Delegation.

Meeting adjourned at 12:50 p.m.

Respectfully submitted,

Susan Schwartz

Susan Schwartz, Clerk

CHESHIRE COUNTY CONVENTION

1986 ANNUAL BUDGET MEETING

March 22, 1986

Maplewood Nursing Home, Westmoreland

Attendance-Reps: Arnott, Burley, Crane, Davis, Delano, Eaton, Frink, Gordon, Johnson, Matson (morning), Miller, Morse, Parker, Perry, Ramsay, Ridge (morning), Riley (morning), Russell, Schwartz, Scranton, Sullivan, Thompson, Young.

Chairman Gordon opened the meeting at 9:55 a.m., declaring a quorum present. He asked Rep. Perry, Chairman of the Executive Committee, to explain the 1986 recommended budget. Rep. Perry described the Executive Committee's budget deliberation process and the layout of the budget.

The delegation then began a page-by-page review of the budget.
(NOTE: All motions refer to the budget as recommended by the Executive Committee.)

Departmental Appropriations:

Administration-Commissioners (4100.01-.94) Moved by Perry, seconded by Matson, approved unanimously.

Administration-Treasurer (4101.01-.94) Moved by Davis, seconded by Thompson, approved unanimously.

Administration-Auditors (4102.29) Moved by Scranton, seconded by Delano, approved unanimously.

Administration-Delegation (4103.03-.92) Moved by Matson, seconded by Ramsay, approved unanimously.

County Attorney (4110.01-.94) Moved by Thompson, seconded by Parker, approved unanimously.

Register of Deeds (4120.01-.94) Moved by Riley, seconded by Davis. Questions were raised about the Register of Deeds refusal to be included on the County computer system. Commissioner Lane said they are not actively trying to solve the problem at this time, and explained the need to keep records separate for security reasons. Motion approved.

County Sheriff (4140.01-.94) Moved by Riley, seconded by Sullivan, approved unanimously.

Medical Examiner (4150.20-.42) Moved by Davis, seconded by Sullivan, approved unanimously.

Court House Maintenance (4160.01-.99) Moved by Perry, seconded by Matson. Scranton moved the inclusion of \$2,000 to Building Maintenance and Repair (4160.70) for additional lighting in the Court House during art exhibits. The plans for this shall be submitted to and subject to approval of the Commissioners and the Executive Committee. Seconded by Russell, approved on voice vote. Amended departmental budget approved unanimously.

Delano moved reconsideration of Medical Examiner budget. Seconded by Burley, approved unanimously. Commissioner Adams explained that the N.H. RSA's require the delegation's approval for changes in fees paid to the Medical Examiner, but that the department's budget bottom line would still remain the same. Burley moved that fees paid to the Medical Examiner be raised from \$30.00 to \$40.00. Seconded by Parker, approved unanimously. Riley moved reacceptance of the bottom line for that department. Seconded by Arnott, approved unanimously.

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Public Welfare (4190.01-.92) Moved by Perry, seconded by Scranton, approved unanimously.

Juvenile Conference Committee (4190.59) Moved by Ramsay, seconded by Arnott, approved unanimously.

New Hope/New Horizons (4190.60) Moved by Matson, seconded by Scranton, approved unanimously.

Helpline (4190.61) Moved by Thompson, seconded by Riley, approved unanimously.

Home Health Care and Community Services (4190.62) Moved by Sullivan, seconded by Riley. Matson moved this appropriation be increased by \$30,000. Thompson spoke against the motion, stating this service should be financed on a user basis. Perry said no request for a further increase had been made to the Executive Committee. Motion failed for lack of second. Original motion approved by roll call vote 21-1. Voting for the motion: Arnott, Burley, Crane, Davis, Delano, Eaton, Frink, Gordon, Matson, Miller, Morse, Parker, Perry, Ramsay, Ridge, Riley, Russell, Schwartz, Scranton, Sullivan, Thompson. Against: Johnson.

Youth Services of Monadnock (4190.63) Moved by Riley, seconded by Ramsay, approved unanimously.

Women's Crisis Center (4190.64) Moved by Schwartz, seconded by Sullivan, approved on voice vote.

Household Hazardous Waste Collection Day (4190.65) Moved by Sullivan, seconded by Scranton, approved unanimously.

Monadnock Region Substance Abuse Services (4190.66) Moved by Delano, seconded by Eaton, approved unanimously.

Total Public Welfare budget moved by Eaton, seconded by Scranton, approved unanimously.

State Road Side Cleanup Grant (4222.02-.84) Moved by Eaton, seconded by Scranton. Gordon explained the N.H. Dept. of Public Works and Highways was continuing this program for another year, and if we wanted to participate we should send a letter to that department. Motion approved unanimously.

Cooperative Extension Service (8360.01-.94) Moved by Perry, seconded by Thompson. Perry suggested the department use its 1985 surplus to cover cuts in the federal budget, so the bottom line would remain the same. Motion approved unanimously.

Southwestern N.H. Fire Mutual Aid (9080.01-.94) Moved by Perry, seconded by Arnott. Perry moved the bottom line be reduced to \$234,000 at the request of Chief Callahan. Seconded by Arnott. Extensive discussion followed regarding insurance problems. Several motions were made and all were subsequently withdrawn in attempts to clarify the intent of the delegation to provide enough money in the appropriate line item for adequate insurance coverage. The final motion by Perry, seconded by Morse, was to keep the bottom line at \$247,482 as recommended by the Executive Committee by adding the \$10,000 surplus to Insurance (9080.94) for errors and omissions. Approved on a voice vote.

Interest Expense-Tax Anticipation Note (9100) Moved by Riley, seconded by Burley. Thompson raised questions regarding the decrease in interest rates and the amount being borrowed. It was explained that specifics were unavailable, but the Treasurer was confident of this figure. Approved on a voice vote.

CHESHIRE COUNTY CONVENTION

Annual Budget Meeting - March 22, 1986

Page 3

Cheshire County Conservation District (9384.02-.86) Moved by Arnott, seconded by Delano, approved unanimously.

Recess 12:10 p.m.

Reconvene 1:30 p.m.

Arnott moved approval of the full Maplewood budget for all departments including the Nursing Home, Farm, and Jail as listed on pages iii and iv. Approved unanimously.

Revenues

Eaton moved an increase in Register of Deeds Fees (4011) to \$200,000. Seconded by Young, approved unanimously.

Several questions were raised regarding the history of Miscellaneous Income (4009). This line has been too variable to predict with any certainty.

Questions were raised regarding the Federal Revenue Sharing Funds Used (4085) and whether that line included the 1985 revenues from the last quarter. Since the federal fiscal year is different from that of the County this issue remained unclear.

Eaton moved a reduction in Sheriff's Dept. Fees (4014) to \$25,000 due to expected changes in the state laws. Seconded by Arnott, approved unanimously.

Capital reserve fund

Parker moved establishment of 2 capital reserve funds for equipment: \$25,000 for the Court House and \$75,000 for the Farm. Seconded by Morse. Following a discussion of the funds, Johnson moved to amend the motion to \$25,000 for a fund for Court House equipment and add \$25,000 to the existing farm equipment reserve. The \$50,000 would be added as line 9200 on page iii. Seconded by Davis, amended motion approved unanimously.

Totals

Taxes from Cities and Towns (4000) \$3,405,497 moved by Perry, seconded by Eaton, approved unanimously.

Total Revenue (page i bottom line) \$8,241,085 moved by Eaton, seconded by Arnott, approved unanimously.

Total Expenditures (page iii bottom line) \$8,241,085 moved by Eaton, seconded by Arnott, approved unanimously.

Jail

Parker distributed handouts describing the physical design of the proposed jail expansion. This information is CONFIDENTIAL for security reasons. The plan includes 31 new cells at a cost of \$1.9 million, which includes a \$66,000 contingency. The Delegation will meet on April 14 at 7:00 in the County Court House to vote on a bond issue for this expense.

Closing comments

Perry expressed the Delegation's appreciation to the staff at Maplewood for the lunch served during the meeting.

Young moved a committee be established to study the services financed with

CHESHIRE COUNTY CONVENTION
Annual Budget Meeting - March 22, 1986
page 4

both County and local funds. Seconded by Arnott, approved unanimously.
Johnson moved the Chair appoint Rep. Young to chair such a study committee,
and to call for volunteers to also serve, with at least one member from
Keene. Seconded by Arnott, approved unanimously.

Eaton suggested future meetings be held at the Court House.

Eaton moved adjournment, seconded by Delano, approved unanimously.
Meeting adjourned at 3:00 p.m.

Respectfully submitted,

Susan Schwartz

Susan Schwartz, Clerk

CHESHIRE COUNTY DELEGATION

Meeting Minutes

April 14, 1986

Cheshire County Court House

Attendance-Reps.: Arnott, Burley, Davis, Delano, Frink, Crane, Gordon, Grodin, Matson, Miller, Morse, Parker, Schwartz, Thompson, Russell, Perry.

Also: Rep. Kay Ward, Commissioners Lane and Cheney, Treasurer Dunn, Superintendent Wilson, Mrs. DeYoung, Mr. Titus, Mr. Isakson, Mr. Cain, Mr. Rogers, Mr. Ostler.

Jail Bond Issue

Chairman Gordon opened the meeting at 7:15 p.m. and asked Rep. Parker to present to the Delegation the current situation regarding the Jail and the House of Corrections, and the proposal for expansion of those facilities. Rep. Parker explained that Mr. Cain of Cain Associates would describe the expansion plans, Rep. Thompson would then discuss the bond climate in New Hampshire, Rep. Matson would explain the state's role regarding prisons, and Mr. Wilson would describe the current situation in Cheshire County. Mr. Cain described the physical plans for expansion and answered questions regarding security, space needs, women, and juveniles. The addition of 14,000 Sq.ft. plus renovations will cost approximately \$1.6 million, with an additional \$.3 million for contingency and architectural fees.

Rep. Thompson handed out information regarding the AA Yield Curve and a County Tax Apportionment by town. He explained that short term borrowing could result in substantial savings.

Rep. Matson explained the status of the state prison facilities, and that they are already filled beyond capacity.

Mr. Wilson described the current situation in Westmoreland, including the overcrowding, need for additional staff, week-end peak populations, liability issues, and suicides.

Rep. Parker then moved to see if the Cheshire County Delegates will authorize the Cheshire County Commissioners to seek the sum of \$2 million for the issuance of jail bonds to cover costs of new construction, renovation, equipping, or other matters pertaining to the Cheshire County House of Corrections on River Road, Westmoreland. Seconded by Rep.

Thompson. Rep. Parker then spoke in support of his motion, explaining the national situation and the problems resulting from a willingness to pass laws which require prison sentences but a reluctance to appropriate adequate funds for correctional facilities. He discussed the need for safe communities versus the costs of prisons, including staff needs, and federal requirements. The population growth of the area is an important factor to consider. Questions were raised as to whether this facility would be filled as soon as it is built. Rep. Parker explained there are many changes in incarceration methods being considered which may impact the size of prison populations, and that this proposal for expansion represents the subcommittee's best judgement for the future after long and careful review of the issues and statistics.

Rep. Grodin asked if the Commissioners had an opinion on this plan and bond issue. Commissioner Lane explained that the Board recognized the need for the expansion and that they supported this plan and bond issue.

Chairman Gordon then asked if there was any public comment on the motion. George Ostler, Managing Attorney in the Public Defenders office, noted the current problems resulting from lack of exercise and inadequate space. He said major complaints of prisoners are about lack of exercise and library facilities. This plan will help somewhat to alleviate some of the current problems.

CHESHIRE COUNTY DELEGATION MEETING MINUTES

April 14, 1986

Page 2.

Stillman Rogers, Clerk of the Court described civil rights actions filed by prisoners and explained that statistics do not give an accurate picture because they are based on averages. It is the peaks which cause the problems. He supports the expansion because the courts may have trouble with giving appropriate sentences if prison cells are unavailable. This plan will allow more flexibility & classification.

In response to a question from Rep. Davis, Treasurer Dunn explained that this financing could be done locally and that this is a good time to do it. Commissioner Lane explained that they would go to a bond counsel for advice.

Rep. Grodin called the question, Seconded by Russell, approved on voice vote.

Motion for authorizing \$2 million bond issue as made by Rep. Parker approved by unanimous roll call vote. 16-0.

Rep. Arnott moved a special thanks to Reps. Parker, Matson, Thompson of the subcommittee for their work. Seconded by Grodin, affirmed with applause.

Rep. Matson suggested setting aside funds for a clerk of the works. Rep. Parker explained that the total amount of the project included a contingency fund. Rep. Russell explained that there was no clerk of the works for the County Court House and it was overcrowded before it was completed. Rep. Matson moved that the plans and progress reports for the project be available to the public and the delegation as the project is going on, and that the delegation be briefed on a quarterly basis as to the status of the project. Seconded by Thompson. Commissioner Lane said this was agreeable. Motion approved unanimously.

Revenue Sharing

Mr. Titus explained two more quarterly payments were due (July and Oct.) for a balance of \$75,278 in 1986. If the two quarters are not adjusted, the total for 1986 would be \$182,167. Commissioner Lane recommended using the funds as in the past for the Juvenile Conference Committee (4190.59) and the balance for Board and Care of Children (4190.58). Rep. Perry moved the revenue sharing funds be used as recommended by the Commissioners. Seconded by Rep. Morse. Rep. Thompson amended the motion to use the difference in the budgeted amount of funds and the actual amount received to offset taxes assessed to cities and towns. Seconded by Rep. Grodin. Amendment adopted unanimously. Motion as amended approved unanimously.

Compensation for Elected Officials for the next Biennium

Rep. Grodin moved across the board acceptance of the figures for the next biennium as in the current biennium. Seconded by Russell. The telephone survey of elected officials by County as to salaries as of November 1985 was reviewed and the current salaries adopted as those for the next biennium.

Commissioners	\$6,500
Treasurer	\$2,500
Attorney	\$37,500
Register Deeds	\$23,000
Sheriff	\$23,000

Motion approved unanimously.

Long Range Planning Committee

Rep. Arnott moved to establish a long range planning committee

CHESHIRE COUNTY DELEGATION MEETING MINUTES

April 14, 1986

Page 3.

composed of Commissioners and Delegation members in order to open lines of communication and to plan for the long term needs of the County; and the Chairman shall appoint members of the Delegation to such a committee. Seconded by Grodin. Rep. Perry expressed the need to open such lines of communication, siting this as a problem with the Executive Committee and the Special Investigative Committee. Many other members of the delegation echoed his feelings. Motion approved unanimously.

Rep. Thompson asked about the availability of the auditors report. Commissioner Lane said it was not yet available. This is much later than usual for receiving the auditors report.

Chairman Gordon asked Rep. Perry about the status of the Special Investigative Committee report. Rep. Perry said that if the Delegation approved, it would be sent in the mail as soon as it was ready. Agreed by consensus.

Motion Rep. Davis to adjourn, seconded by Rep. Morse. Approved unanimously. Meeting adjourned at 9:00 p.m.

Respectfully submitted,
Susan Schwartz
Susan Schwartz, Clerk

Note: My apologies to anyone who may have been inconvenienced because of the lateness of these minutes.

Sorry
Susan

REPORT: SPECIAL INVESTIGATING COMMITTEE, CHESHIRE COUNTY DELEGATION, APRIL 21, 1986

A. SUMMARY OF ACTIVITY:

The committee met several times to inquire into the legality and desirability of the elimination of the position of coordinator from the County Commissioners' office. One meeting was held to organize. One meeting was held to hear the Commissioners and the former coordinator. The committee conferred twice with Attorney Bell. One meeting was held in Concord with Mr. John Disco, Executive Assistant for the New Hampshire Association of Counties, to get his input as to how the rest of the counties conducted their business.

B. CONCLUSIONS:

1. The Commissioners were within their jurisdiction to eliminate the position of coordinator.
2. The Commissioners, where law and regulation are followed, may discharge any employee under their control.
3. The provisions of RSA 28:10-a, Employees, Counties, do not provide for a hearing for any employee laid off by reason of disestablishment of a position.
4. No conclusive evidence was given to the committee that a position of the nature of a coordinator is not needed in county government. The committee feels strongly that a position of responsibility within the Commissioners' office is necessary for good county government.
5. The stated objective of the County Delegation which led to the establishment of the position of county coordinator: accurate and timely information on which to make budgetary decisions, remains a vital objective. It is incumbent upon the County Commissioners to assure that such information be provided the County Delegation completely, accurately, and timely.
6. The County Delegation may not create positions on its own, but has the sole authority to fund or not to fund positions.
7. The committee feels, very strongly, that the Commissioners erred in not coming to grips with the problems they envisioned with the job description for the coordinator's position early on in their experience with that position, thereby eliminating the problems which later arose.
8. The committee feels the Commissioners, while on legal grounds, were very short-sighted in not conferring with the County Delegation prior to taking such abrupt action as the elimination of the coordinator position.
9. The committee strongly urges the Commissioners, in the future, to open and keep open lines of communications not only among themselves but with the County Delegation and its Executive Committee on all matters of common interest. Both sides are statutory governmental units. In order to function as a team, there must be input from both sides in order that county government function well.

C. RECOMMENDATIONS:

Believing that the investigative committee has achieved its purpose by bringing all aspects of the situation to light and by the Commissioners' recent statements and actions to eliminate the Delegation's concerns; the investigative committee recommends that the matter be closed and no further action taken.

William R. Matson
WILLIAM R. MATSON, vice chairman

Richard A. Grodin
RICHARD A. GRODIN, clerk

David M. Perry
DAVID M. PERRY, chairman

Margaret A. Rabsay
MARGARET A. RABSAY

Andrea A. Scranton
ANDREA A. SCRANTON

CHESHIRE COUNTY DELEGATION

Public Hearing Minutes

May 12, 1986

Cheshire County Court House

Attendance- Reps: Blacketer, Burley, Eaton, Frink, Gordon, Matson, Miller, Morse, Parker, Perry, Russell, Schwartz, Scranton, Commissioner Cheney, Justice Talbot, Superintendent Wilson, Mrs. DeYoung, Mike Kolek (WKNE), Bruce Lyndes (WKBK), Nat Stout (Keene Sentinel)

Chairman Gordon opened the hearing at 7:05 p.m. and asked for any public comment regarding the proposed bond issue for the prison expansion and renovations.

Keene District Court Judge Richard Talbot asked the Delegation to consider the issues regarding juveniles and asked about the County's policy on those issues.

Rep. Parker said the proposed expansion and renovations would allow some cells to be set aside which could be used for juveniles since they were isolated from the rest of the prison population and would meet federal requirements. He explained the Commissioners had not yet developed a County policy regarding juveniles. Commissioner Cheney said they were aware of problems regarding liability issues and federal requirements. Superintendent Wilson and Judge Talbot explained the current situation of shuttling juveniles back and forth to Concord and the limited ability of the proposed expansion to solve the problems. The use of the abandoned buildings at Maplewood was discussed, as well as the situation at the state level regarding their role in juvenile detention. Rep. Parker explained that we should proceed with the proposed expansion because of the immediate need for it and because the state may take action regarding juveniles and the County should not be redundant. Chairman Gordon said the soon to be formed long range planning committee would consider these questions. We have been aware of the problems for a long time and awaiting state action for a long time.

Hearing no further public comment, Chairman Gordon closed the public hearing at 7:40 p.m.

Chairman Gordon then opened the meeting of the Cheshire County Delegation. There being no quorum present, Rep. Eaton moved the meeting be recessed until May 13, immediately upon adjournment of the session in Concord at Section 1 of Representatives Hall. Seconded by Rep. Frink, approved unanimously.

Meeting recessed at 7:45 p.m.

CHESHIRE COUNTY DELEGATION

Meeting Minutes

May 13, 1986

State House, Concord

Chairman Gordon opened the meeting at 3:30 p.m., declaring a quorum present. Rep. Parker^{to} see if the Cheshire County Delegation will authorize the County Commissioners to seek the sum of \$2,000,000 through the issuance of jail bonds to cover costs of new construction, renovation, equipping, or other matters pertaining to the Cheshire County House of Corrections on River Road, Westmoreland. Seconded by Rep. Eaton, approved 19-2. Voting in favor: Burley, Davis, Delano, Eaton, Frink, Gordon, Grodin, Matson, Miller, Parker, Perry, Ridge, Riley, Russell, Schwartz, Scranton, Secord, Sullivan, Thompson.

Cheshire County Delegation Meeting Minutes

May 13, 1986

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Voting Against: Blacketer, Crane

Chairman Gordon then asked for a consensus as to the length of the bond issue. A shorter term issue (10 years) was unanimously preferred to a longer term issue (15-20 years) after discussion.

Rep. Matson moved adjournment, seconded by Rep. Russell, approved unanimously. Meeting adjourned at 3:45 p.m.

Respectfully submitted,

Susan Schwartz

Susan Schwartz, Clerk

CHESHIRE COUNTY EXECUTIVE COMMITTEE
First Quarter Budget Review Meeting Minutes
May 19, 1986

Cheshire County Court House

Attendance- Exec. Com. Reps.: Davis, Delano, Gordon, Parker, Perry,
Ramsay, Schwartz, Scranton
Rep. Thompson
Commissioner Adams, Superintendent Wilson, Mr. Titus, Mrs.
DeYoung, Mrs. Hubal, Helga Smith

Chairman Perry opened the meeting at 4:00 p.m.

Budget Review

The Executive Committee began going through the first quarter budget figures page by page.

Revenues-Due to changes at the federal level we can expect about \$4,000 less from farm milk revenue.

Expenses-Questions were raised regarding Workers Compensation and Unemployment Compensation line items throughout the budget. Commissioner Adams explained that some problems resulted because the figures were not double checked in the transition between the former County Coordinator and the Commissioners. Since the NH Municipal Association operates as a corporation, we would be refunded at the end of the year.

Telephone line items were also questioned with several explanations possible for the discrepancies.

The County Attorney is still seeking an Assistant. The Register of Deeds is interviewing for the microfilming position and will probably need to replace an employee over the summer.

Public Welfare costs may be higher than expected due to problems in administration and implementation of SBl. The changes may not be as beneficial to the Counties and Towns as was expected.

Superintendent Wilson explained his need to hire additional security staff at the prison. Additional help will be needed during the expansion and construction. He would like to hire another guard now because of the current overcrowding. Rep. Parker moved to recommend the Commissioners authorize the hiring of an additional full-time security position for the prison. Seconded by Rep. Scranton, approved unanimously.

Questions were raised as to why we are still waiting for a completed audit. There was great concern expressed regarding the lateness of the completed audit and not knowing where we stand financially at this late a date in our fiscal year.

Rep. Schwartz asked about how the money included in the budget for secretarial help for the delegation (4103.03) was to be used. After discussion Rep. Parker moved the clerk be paid an additional \$15 for each meeting to compensate for the time required to prepare and distribute minutes, beginning January 1, 1986. Seconded by Rep. Davis, approved unanimously. Rep. Schwartz takes Rule 16.

Commissioner Adams informed the Executive Committee that Sullivan County employees voted by a 3-1 margin to unionize.

Mrs. Hubal presented her situation to the Executive Committee including staff changes, the status of microfilming, and space needs.

Cheshire County Executive Committee First Quarter Budget Review Minutes
May 19, 1986
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Rep. Gordon said appointments to the long range planning committee would be made soon. He asked Rep. Parker to explain the intent of the Jail subcommittee regarding juvenile problems. Rep. Parker explained that he would ask the Attorney General about whether the expansion and renovations proposed would meet criteria for juveniles. In case they do not meet the requirements, a meeting would be called with the Mayor and City Attorney for Keene, and the County Attorney and Jail subcommittee members to discuss the possibility of using the Keene Jail facilities for juveniles and the County facilities for adults. Consensus among the Executive Committee was that this is an appropriate approach to follow.

Helga Smith explained the reasons for the mistakes in mileage checks to Delegation members. An attendance sheet will now be turned in for each meeting to alleviate some of the problems. A policy should be established for attendance to members for outside meeting at which they are representing the County.

Rep. Thompson questioned the payment for legal advice to Attorney Bell regarding the special investigative committee. This bill has not been paid yet as we are awaiting authorization from the Court.

Rep. Ramsay moved to adjourn. Seconded by Rep. Davis, approved unanimously. Meeting adjourned at 5:35 pm.

Respectfully submitted,

Susan Schwartz

Susan Schwartz, Clerk

Cheshire County Delegation Meeting Minutes

June 23, 1986

Cheshire County Court House

Attendance-Reps.: Arnott, Blacketer, Burley, Crane, Delano, Frink, Gordon, Matson, Parker, Perry, Ridge, Russell, Schwartz, Thompson, Young.

Chairman Gordon declared a quorum and opened the meeting at 7:40 p.m.

Rep. Perry was recognized for a motion and deferred to Rep. Delano who made the following motion:

Whereas, the County of Cheshire expects to receive the sum of approximately \$400,000.00 from insurance proceeds resulting from the loss and destruction by fire, the Barn and Piggery building at the Cheshire County Farm in Westmoreland, NH;

IT IS HEREBY MOVED:

THAT the County Convention approve the supplemental appropriation and expenditure of the sum, not to exceed the amount of the insurance proceeds, or the sum of \$400,000.00, whichever is the greater amount, for the emergency repairs and building and reconstruction of the Barn and Piggery buildings, situated on the County Farm premises at Westmoreland, NH, and to properly equip and furnish the same for the maintenance of a Dairy Herd, Piggery, and Farm operations thereon.

Motion Seconded by Rep. Perry.

Discussion followed regarding the amount of the appropriation and what the delegation's legal authority would be after approval of the motion. Members questioned whether authority to proceed could be granted without including a specific amount in dollars for an appropriation. Questions were raised about proceeding without plans or projected costs.

Chairman Gordon recognized Cheshire County Extension Officer Bruce Clements to describe the plans so far developed by Farm staff and UNH.

There was a brief recess to review the plans.

Commissioner Cheney described the process the Commissioners were going through with the insurance negotiations.

Rep. Parker called the question. Seconded by Rep. Burley. Approved unanimously.

Roll call vote on original motion 15-0 in favor. Motion adopted.

Rep. Parker moved: That the Cheshire County Delegation recognizes the outstanding effort by the staff, in particular Mr. Wilson, Superintendent; Mr. Hudson, Farm Manager; Mr. Simons, Herdsman; and the prisoners at Westmoreland for securing animals and county property at great risk to their lives during the fire at the farm in Westmoreland.

Seconded by Rep. Schwartz, approved unanimously by applause.

Rep. Perry moved the Delegation authorize \$393.20 in mileage compensation for the special investigative committee. Seconded by Rep. Thompson, approved unanimously.

Rep. Matson moved adjournment, seconded by Rep. Thompson, approved unanimously. Meeting adjourned at 8:20 p.m.

Respectfully Submitted,
Susan Schwartz
Susan Schwartz, Clerk

MINUTES

CHESHIRE COUNTY EXECUTIVE COMMITTEE

August 21, 1986 4:00 p.m.

1986 SECOND QUARTER BUDGET REVIEW

PRESENT: Representatives Delano, Gordon, Perry, Parker, Riley, Schwartz. Commissioners Cheney, Adams; Acting Administrator Davenport; Robert Callahan, Fire Mutual Aid; Sheriff Lysitt; Comptroller Jeff Titus; Assistant DeYoung; Keene Sentinel Reporter.

Chairman Perry opened the meeting at 4:00 p.m.

BUDGET REVIEW:

The budget was reviewed page by page, with questions directed only to lined items that had been overexpended.

4100.29 Outside Services--This line is high due to courier service fees for pickup and deliveries of weekly payroll, which had not been anticipated at budget prep time, due to the fact the county hoped to have payroll on our own computer at this point in time.

4100.94 Insurance--This figure is high due to the unanticipated cost of liability and auto insurance premiums.

4120 Deeds--Questions were raised as to the implementation of Deeds computer system and microfiche. Both, as it was explained, are on line at this point and working satisfactorily.

4190 Welfare--At the time of budget preparations, Senate Bill #1 had not been in effect and the welfare budget figures were not very concrete, however, as six month figures indicate, they seem to be on line.

Chief Callahan spoke to Measured Service as proposed by the Telephone Company and what impact this might have on the telephone bills in the upcoming budget preparations.

Sheriff Lysitt expressed concern over the fact that the Delegation voted not to adjust elected officials' salaries for the next biennium. The Sheriff questioned what can be done when an employee earns more per year than the department head. When questioned as to how this occurred, he explained that it is in part due to annual evaluation, at which time the employee receives a merit raise and also at budget passing in March, at which time an annual cost of living is offered to the employees, which elected officials do not receive. Chairman Perry suggested the Committee discuss this matter in Executive Session at the end of the agenda.

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Commissioner Cheney and Mr. Titus explained that with computerization, the budget format may be changed. Commissioner Cheney praised Mr. Titus for his work during a time of high pressure, with personnel changes and a new system to implement. Implementation of the system is behind three months because the county was the victim of a struggle between the private vendors.

Corridor Lighting

This item was delayed upon resolution of the Register of Deeds space needs.

Rep. Delano moved the Executive Committee accept the proposal from Comerford Electric Company for setting up the corridor lighting. Seconded by Rep. Parker, approved unanimously.

Rep. Gordon moved that completion of this project be turned over to the Commissioners. Seconded by Rep. Parker, approved unanimously.

Farm Reconstruction

Commissioner Cheney explained the the bid process and award to Agway of Syracuse, NY because they had the capability to begin immediately, and they were also the lower bid.

The critical nature of getting the animals under cover was discussed, especially with regard to getting a quorum at the meeting of the Delegation to authorize additional reconstruction funding.

Questions were raised about the best reconstruction--two separate units for the animals and hay or one larger building for both. The construction should take 8-10 weeks.

Discussion then focussed on the negotiations with the insurance company and alternative financing mechanisms. Mr. Titus will explain these alternatives to the Delegation at the upcoming meeting.

Commissioner Adams suggested the Delegation rescind the motion it approved at the last meeting authorizing \$400,000 and replace it with a motion authorizing \$700,000 because the insurance repayment is based on the cost of replacement.

Salaries

Rep. Riley moved the Executive Committee go into executive session to discuss salaries of department heads and elected officials. Seconded by Rep. Delano. Approved unanimously by roll call vote. Following discussion, Chairman Perry declared the meeting back in open session.

Rep. Riley moved the Executive Committee recommend to the Delegation an increase in the Sheriff's salary to \$25,000 annually, effective January 1, 1987, and that a study committee be appointed to review the salary levels of elected officials. Seconded by Rep. Parker. Approved unanimously.

Rep. Delano moved the meeting be adjourned. Seconded by Rep. Riley. Approved unanimously. Meeting adjourned at 6:20 p.m.

Respectfully submitted,
Susan Schwartz
Susan Schwartz, Clerk

Note: Thanks to Mrs. DeYoung for preparation of the first section of the minutes in my absence from that portion of the meeting.

Thanks!
Susan

CHESHIRE COUNTY DELEGATION MEETING MINUTES

August 28, 1986

Cheshire County Court House

Attendance-Reps.: Arnott, Burley, Crane, Davis, Delano, Eaton, Frink, Gordon, Johnson, Matson, Morse, Parker, Perry, Ramsay, Riley, Schwartz, Scranton, Secord, Sullivan, Thompson.

Following the Commissioners Public Hearing, Chairman Gordon opened the meeting of the Cheshire County Delegation.

Rep. Perry moved: That the Delegation will authorize a supplemental appropriation of \$700,000 to rebuild the buildings and replace the equipment and stock, at the Cheshire County Farm facility destroyed by fire, and in addition, to authorize the Cheshire County Commissioners to borrow the sum of \$250,000, upon such terms and conditions as they may decide advisable, to be used for the initial financing of said reconstruction of the barn and replacement of stock; however, said amount borrowed to be repaid out of the proceeds of insurance covering said fire losses.

Seconded by Rep. Eaton.

Questions were asked regarding the reasons for such a substantial cost increase over the projections given to the Delegation at the previous meeting, and about the implications for tax money to be used versus the amount to be covered by insurance payments.

Rep. Arnott moved the Delegation go into executive session to discuss litigation. Seconded by Rep. Burley. Approved by unanimous roll call vote. Upon returning to open session, Rep. Perry withdrew his motion, Rep. Eaton accepted his withdrawal.

Rep. Perry moved: That the Delegation will authorize a supplemental appropriation of up to \$700,000 to rebuild the buildings and replace the equipment and stock, at the Cheshire County Farm facility destroyed by fire. Further, the Delegation authorizes the Cheshire County Commissioners to borrow up to a \$250,000 portion of that appropriation upon such terms and conditions as they may decide advisable, to be used for the initial financing of said reconstruction of the barn and replacement of stock. Any amount borrowed is to be repaid out of the proceeds of insurance covering said fire losses.

Seconded by Rep. Ramsay.

Rep. Arnott stated that it be clear that the intent of the motion is to limit the amount to \$700,000, and that an accounting of the funds be available to the Delegation, and that Delegation members continue their oversight of this issue.

Appreciation was expressed to Reps. Gordon and Perry for their time and efforts regarding the project.

Rep. Parker moved the question. Seconded by Rep. Sullivan, Approved unanimously.

Motion approved by a 19-1 vote. YES: Arnott, Burley, Davis, Delano, Eaton, Frink, Gordon, Johnson, Matson, Morse, Parker, Perry, Ramsay, Riley, Schwartz, Scranton, Secord, Sullivan, Thompson. NO: Crane.

Rep. Riley moved the Delegation go into executive session for purposes of discussing litigation, and include the Commissioners; Robert Colby, Construction Consultant; Richard Isaakson; Ronald Hall and Peter Sharak of Agway. Seconded by Rep. Davis. Approved by unanimous roll call vote.

August 28, 1986

Cheshire County Delegation Meeting Minutes

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Upon returning to open session, Rep. Eaton moved to adjourn. Seconded by Rep. Arnott, approved unanimously.

Meeting adjourned.

Respectfully submitted,

Susan Schwartz

Susan Schwartz, Clerk

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CHESHIRE COUNTY EXECUTIVE COMMITTEE

MEETING MINUTES

October 17, 1986

Cheshire County Court House

Attendance: Reps.-Arnott, Davis, Delano, Gordon, Matson, Parker, Perry, Ramsay, Riley, Schwartz, Scranton

Chairman Perry opened the meeting at 4:00 p.m.

Rep. Arnott moved the meeting go into executive session for purposes of discussing the acquisition of property (RSA 91-A:3) Seconded by Rep. Parker. Approved unanimously by roll call vote. Included in the executive session were: Bob Colby, Engineering Consultant; Harriet Davenport, Maplewood Acting Administrator; Richard Isaakson, Maplewood Plant Operations; Commissioners Lane and Adams; and later Ellen DeYoung, Assistant.

Rep. Riley moved the Executive Committee recommend the Delegation approve purchase of the property at the conditions offered. Seconded by Rep. Parker. After discussion, the motion was approved 8-1 with one abstention under Rule 16. Voting in favor: Arnott, Davis, Delano, Gordon, Parker, Perry, Riley, Schwartz. Voting against: Matson. Abstention: Scranton. Rep. Riley moved the motion not be publicly divulged. Seconded by Rep. Gordon. Approved by unanimous roll call vote.

Chairman Perry declared the meeting back in open session.

An executive committee meeting was scheduled for Thursday, October 23 at 5:00 p.m. in the County Courthouse at which time the Commissioners will present answers to the questions raised in executive session. A full Delegation meeting was scheduled for Thursday, October 30 at 7:00 p.m. in the County Courthouse to discuss the recommendation. A public hearing, followed by a Delegation meeting to act on the recommendation was scheduled for November 12 at 7:00 p.m. in the County Courthouse.

Mr. Isaakson and Mr. Colby gave a status report regarding construction of farm buildings. Commissioner Lane explained the insurance situation. Rep. Parker suggested the Commissioners use surplus funds if necessary and replace them when insurance funds are received. Rep. Arnott suggested the Commissioners make a specific request to the Executive Committee at the next meeting, if necessary.

Welfare Director, Mimi Barber, requested transfer of funds within her budget in order to make minor renovations in her office, which will improve efficiency.

Rep. Matson moved transfer of up to \$1,000.00 from Staff Expense (4190.03) to Outside Services (4190.29). Seconded by Rep. Arnott, approved unanimously. Rep. Arnott moved the transfer of \$250.00 from (4190.03) to (4190.86) for purchase of a filing cabinet. Seconded by Rep. Parker, approved unanimously.

Rep. Arnott moved the meeting be recessed until Thursday, October 23 at 5:00 p.m. in the County Courthouse. Seconded by Rep. Davis, approved unanimously. Meeting recessed at 6:00 p.m.

Respectfully submitted,

Susan Schwartz
Susan Schwartz, Clerk

CHESHIRE COUNTY EXECUTIVE COMMITTEE

MEETING MINUTES

October 23, 1986

Cheshire County Court House

Attendance: Reps.- Arnott, Delano, Gordon, Matson, Parker, Riley, Schwartz.

Rep. Riley, as Chairman in the absence of Rep. Perry, declared the meeting out of recess at 5:05 p.m.

The Executive Committee, along with Mr. Isaakson, Colby, and Titus toured the building site.

Commissioner Adams explained the responses the Commissioners had developed to the Executive Committee's questions which were raised during the earlier portion of the meeting (Oct. 17).

Rep. Parker moved that upon review of the Commissioners' responses to the pending questions and a building inspection by the Executive Committee, the Committee reaffirm its recommendation to the Delegation to purchase the property, as voted earlier in the meeting. Seconded by Rep. Delano. Voting in favor: Arnott, Delano, Gordon, Parker, Riley, Schwartz. Voting against: Matson. Motion approved 6-1.

Mr. Isaakson gave a further update on the construction situation at the Farm and the insurance problems.

Rep. Arnott asked if the Commissioners could overspend a line item to cover construction costs in the anticipation of insurance money not yet received. Commissioner Adams responded that they could overspend up to the budget total approved by the Delegation.

Rep. Matson moved the Executive Committee recommend the Delegation authorize short-term borrowing of an additional \$250,000 (Of the \$700,000 previously approved by the Delegation) for continued construction of Farm facilities. Seconded by Rep. Arnott, approved unanimously. This item to be included on the agenda of the October 30 Delegation meeting.

Rep. Parker moved that the Commissioners and the Delegation establish, as soon as possible after the November election, a committee composed of members of both, to study facility needs. A line item in the budget is to be created to cover consulting costs if necessary. Seconded by Rep. Arnott, approved unanimously.

Rep. Parker moved the meeting be adjourned. Seconded by Rep. Matson, approved unanimously.

Meeting adjourned at 6:45 p.m.

Respectfully submitted,

Susan Schwartz
Susan Schwartz, Clerk

CHESHIRE COUNTY DELEGATION MEETING MINUTES

October 30, 1986

Cheshire County Court House

Attendance: Reps.-Blacketor, Burley, Davis, Gordon, Matson, Morse,
Parker, Perry, Ramsay, Ridge, Riley, Schwartz,
Sullivan, Thompson.
Commissioners Lane and Cheney.

Chairman Gordon asked Commissioner Cheney to give the Delegation members an update on the replacement of burned facilities in Westmoreland while waiting to obtain a quorum. Commissioner Cheney said the barn will probably be completed by the first of December. The piggery and silo would be next, immediately upon completion of the barn. The insurance settlement has not yet been reached. Our total cost of tools, equipment, construction and replacement is \$682,000. A construction consultant is monitoring barn and jail construction on a daily basis.

At 7:55 Chairman Gordon declared a quorum present. Rep. Riley moved the meeting go into executive session for purposes of discussing land acquisition. Seconded by Rep. Perry. Approved by unanimous roll call vote. Commissioners Lane and Cheney were asked to join the executive session.

The property proposed for acquisition was discussed along with several options to meet growing space needs. The need for long range planning was a clear consensus. Questions were raised as to how this acquisition relates to a long range plan for County growth. Specific costs and benefits of purchase were compared. Most of the Delegation members favored acquisition with opposition from a few members. Rep. Ramsay moved the meeting go back into open session. Seconded by Rep. Morse. Approved unanimously.

Chairman Gordon said the Maintenance Supervisor Ernie Larson has requested a transfer of funds to cover roof repairs. Rep. Matson moved the transfer of up to \$800.00 from fuel (4160.65) to building maintenance and repair (4160.70) to cover the costs of roof repair. Seconded by Rep. Ramsay, approved unanimously. Rep. Parker asked if it would be better to establish a contingency fund for such things. Commissioner Lane explained that the statutes do not allow it.

Rep. Riley moved adjournment. Seconded by Rep. Matson. Approved unanimously.

Meeting adjourned at 9:30 p.m.

Respectfully submitted,

Susan Schwartz

Susan Schwartz, Clerk

CHESHIRE COUNTY DELEGATION MEETING MINUTES

NOVEMBER 12, 1986

CHESHIRE COUNTY COURTHOUSE

Public Hearing

Chairman Gordon opened the Public Hearing on purchase of the Bank Building at 7:00 p.m. He explained the proposal to acquire the West Street property in order to expand County office space. He was glad to see many members of the public there since often public hearings are not well attended. He opened the hearing to questions from the public.

Doug Corrigan asked about the number of square feet and the total amount to be spent over what time period. Commissioner Lane responded that there was a total of 10,663 square feet but the price was in executive session as negotiations are pending.

Dave LaMar asked about the need for the space and what studies have been done to justify the need. Rep. Gordon explained that no studies were done but that the Bank had made an excellent offer and it is currently overcrowded in some County offices.

Sam Bradley asked that his supporting letter be made part of the record and spoke in support of the purchase. He works extensively with real estate transactions and is aware of the immediate need for additional space.

Jvelyn Hubal explained the need for additional space and work tables she feels are necessary.

Mike Bentley also spoke in favor of the purchase. He explained the idea that government services should be in a central area downtown. Since the public often finds it difficult to figure out the system, keeping all the offices nearby would be optimal.

Ed O'Brien explained the immediate need for more space and that this opportunity is too good to pass up.

There being no other members of the public requesting to be heard, Chairman Gordon closed the Public Hearing at 7:35 p.m.

Delegation Meeting

Maplewood Administrator

Chairman Gordon informed the Delegation that the Commissioners had reviewed the applications of several candidates for the position of Maplewood Administrator and are recommending Patrick McManus for the position. Commissioner Lane introduced Mr. McManus to the Delegation. Mr. McManus detailed his background and qualifications. He has worked extensively in the health care field, as the Vice President of a Georgia Hospital, and with DRGs using the swing bed concept. He earned a pre-doctoral certificate from George Washington University in Health Care Administration, and has an MBA from New York University in General Management. He has a Georgia license for Nursing Home Administration and needs to take an examination in order to get reciprocity in New Hampshire.

Cheshire County Delegation Meeting Minutes

November 12, 1986

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He explained that even though the Jail and Farm facilities are different than managing a Nursing Home, he was confident that his management skills could be generally applied to those facilities as well.

Rep. Eaton moved the meeting go into executive session to discuss personnel matters. Seconded by Rep. Riley. Approved by unanimous roll call vote.

Rep. Riley moved the meeting go back into open session. Seconded by Rep. Sullivan, approved unanimously.

Rep. Perry moved: Whereas there is a need to appoint a superintendent for the Cheshire County Farm, Jail, Nursing Home, and House of Correction, Then it is hereby voted that; 1. Pursuant to RSA 28:11, the Cheshire County Commissioners are hereby authorized to appoint Patrick McManus as the superintendent for the Cheshire County Farm, Jail, Nursing Home, and House of Correction. 2. The Cheshire County Convention confirms and agrees to the appointment of the aforesaid. Seconded by Rep. Arnott, approved unanimously.

Acquisition of Property

Rep. Parker moved the meeting go back into executive session to discuss purchase of property. Seconded by Rep. Young.

Rep. Ramsay questioned the need to go into executive session unless we are actually discussing price. Policy should be discussed in open session. If that discussion is concluded and there is then a need to discuss price, we can go into executive session then. Motion withdrawn.

Rep. Matson expressed concern with making a decision so close to the time when a new Delegation will be in place. We should not be making decisions that they will have to pay for.

Rep. Ramsay expressed concern that a small segment of the public would be served in such a prime location. She suggested using the space for a department which serves a large sector of the public.

Rep. Thompson said that with the anticipated county growth rate, this venture is appropriate. He requested an engineering report be done as to the features of the building and what the startup costs would be for any necessary modifications. This should then be figured out in terms of the impact on the County budget.

Rep. Bladett suggested the long range planning committee be established as soon as the new Delegation is in place.

Rep. Parker explained that this purchase is an opportunity to be foresighted.

Rep. Perry said it was the ideal location at the right price.

Rep. Sullivan suggested we get a complete picture of our future capital needs to see if this purchase fits in well.

Rep. Ramsay said we would not actually move into the building until the Fall of 1987, so there is time for planning the use of the building.

Rep. Eaton moved the meeting go into executive session to discuss the financial aspects of the acquisition. Seconded by Rep. Thompson. The motion was amended to include the Commissioners and the County Attorney in the executive session. Amended motion approved unanimously.

motion was approved to authorize the Commissioners to negotiate for purchase of the property for up to a specific sum; said purchase subject to approval of the financing mechanism by the Delegation.

Cheshire County Delegation Meeting Minutes

November 12, 1986

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Rep. Arnott moved the motion be kept in executive session until after the bank and the Commissioners had come to an agreement. Seconded by Rep. Riley. Approved unanimously on a roll call vote, so 2/3 majority needed achieved.

Rep. Ramsay moved the meeting go back into open session. Seconded by Rep. Eaton. Approved unanimously.

Back in open session Chairman Gordon explained the subject matter discussed in executive session would remain confidential until an agreement was reached. The meeting would be recessed and the motion made public when the meeting is resumed.

Rep. Eaton moved the meeting be recessed until Wednesday, November 19, 1986 at 7:00 p.m. Seconded by Rep. Ramsay, approved unanimously.
Meeting recessed at 9:45 p.m.

Respectfully submitted,

Susan Schwartz

Susan Schwartz, Clerk

CHESHIRE COUNTY EXECUTIVE COMMITTEE

THIRD QUARTER BUDGET REVIEW MEETING MINUTES

November 19, 1986

Cheshire County Court House

Attendance: Reps.-Davis, Gordon, Arnott, Delano, Matson, Parker, Perry
Riley, Schwartz. Also Rep. Thompson.
Commissioner Lane, Mr. Titus, Mrs. DeYoung, Mr. O'Brien, Mrs. Davenport.

Chairman Perry opened the meeting at 6:05 p.m.

The Executive Committee began a page by page review of the third quarter budget figures.

Questions were raised on the Revenue page regarding the sources of Miscellaneous Income (4009) because it was significantly above projections. Mr. Titus explained it was a combination of a variety of sources, but he was unsure of what they were.

Questions were raised regarding the timeliness (actually the lateness) of state reimbursements for various items (4012, 4063, 4072). The Commissioners will check as to payment dates in previous years and the policy at the state level as to when payments are made.

The next major item discussed was the Public Welfare budget lines which have been changed by S.B. 1 in 1985. Board and Care of Children (4190.58) is especially impacted by court ordered placements which towns and counties have no control over but are faced with the bills. Rep. Parker explained that Judges were being educated about the situation, and evaluation forms will be coordinated with inventories of available places and programs in order to alleviate some of the problems.

Rep. Arnott questioned the progress made by New Hope New Horizons in cutting administrative costs and reminded the committee that this situation is to be reviewed during the 1987 budget process.

Commissioner Lane said an additional advance of \$150,000 is expected from the fire insurance payments by Nov. 20, 1986, to be included in the Maplewood Complex Income (7099),

The salary for the new Superintendent will be \$47,000 annually. Questions were raised about the benefits package he will receive in addition to this salary, including Blue Cross/Blue Shield, life insurance, use of County car, airplane fare to visit his family every two weeks until they move to the area, and moving expenses.

Farm building repair (7100.81) is overexpended because of immediate needs resulting from the fire. These expenses will be moved to other lines upon insurance settlement.

Upon completion of the third quarter budget review, there was discussion as to why the next agenda item appeared on the agenda at all. Rep. Gordon explained that the traditional practice of Executive Committee review of elected officials' salaries had not been followed, and should be done before the end of the year. Attorney O'Brien asked to speak to the Committee, and explained that the elected officials felt they had not been notified that their salaries would be considered by the Delegation until too late in the process for them to have sufficient input. It was decided to set a meeting for the sole purpose of discussing these salaries for Tuesday, December 2, 1986 at 7:00 p.m. in the County Court

Executive Committee Third Quarter Budget Review Meeting Minutes
November 19, 1986, page 2.

House. Rep. Schwartz asked that the meeting be publically advertised so there would not be the problem of inadequate notification raised again.

Rep. Arnott moved the meeting be adjourned. Seconded by Rep. Matson.

~~Affirmed unanimously.~~

Meeting adjourned at 7:15 p.m.

Respectfully submitted,

Susan Schwartz

Susan Schwartz, Clerk

CHESHIRE COUNTY DELEGATION MEETING MINUTES

NOVEMBER 19, 1986

Cheshire County Court House

Attendance: Reps.-Arnott, Davis, Delano, Frink, Gordon, Grodin, Matson, Parker, Perry, Ramsay, Riley, Schwartz, Scranton, Sullivan, Thompson.

Building Purchase

Chairman Gordon declared the meeting out of recess from November 12, 1986, and the meeting was resumed at 7:30 p.m.

Rep. Sullivan moved the motion which was voted on Nov. 12 to remain in executive session be brought into open session. Seconded by Rep. Arnott, approved unanimously.

Chairman Gordon read the motion: The County Delegation authorizes the Commissioners to negotiate for the purchase of the property owned by the Indian Head Bank on West Street for up to \$550,000; said purchase subject to approval of the financing mechanism by the Delegation. Commissioner Lane reported there had been an agreement reached for sale. Total price is \$550,000. A \$55,000 down payment is required the day of signing. The balance (\$495,000) is due between May 1 and July 1, 1987. If their new Central Square office is not ready, the seller can occupy the building until October 1, 1987.

Questions were raised as to who would be responsible for the building's operational costs (utilities) and taxes to the city during the time from July 1 to Oct 1 if the bank remains the tenant. Commissioner Lane said this was under negotiation.

Mr. Titus explained that the CPA recommended using the surplus for the downpayment, and a short term loan for the remainder. This would allow us to determine more precisely how much of a surplus would actually be available.

Rep. Arnott said that since the money would not be needed until May 1987, anyway, no loan is ^{financially} necessary because we should know what the surplus is by that time. Any loan must be by open bid process.

Rep. Arnott moved the Delegation authorize the Commissioners to consummate the purchase of the property on West Street owned by the Indian Head Bank with \$55,000 taken from surplus, with the financing of the \$495,000 remainder to be determined by the Delegation through subsequent action. Seconded by Rep. Perry.

Rep. Riley moved the question. Seconded by Rep. Matson. Approved unanimously.

Motion Voted 14-1 in favor. Voting Yes: Arnott, Davis, Delano, Frink, Gordon, Grodin, Parker, Perry, Ramsay, Riley, Schwartz, Scranton, Sullivan, Thompson. Voting No: Matson.

Fire Insurance

Rep. Thompson moved the delegation authorize the Commissioners to borrow an additional amount not to exceed \$100,000 as the final amount of borrowing to insure completion and payment of barn replacements resulting from the fire, such borrowing to be repaid out of insurance proceeds. Seconded by Rep. Matson, approved unanimously.

Farm Truck Replacement

Rep. Matson moved the Delegation authorize the Commissioners to use up to \$22,000 from the capital reserve fund to replace a farm truck. Seconded by Rep. Perry. Approved unanimously.

RSA 28:8 allows the competitive bid process to be waived by a unanimous

Cheshire County Delegation Meeting Minutes

November 19, 1986

Page 2

vote of the Commissioners if there is a compelling reason.

Solid Waste Management District

Chairman Gordon told the Delegation that members of the Southwest Solid Waste Management District had requested the opportunity to make a presentation to the Delegation.

Robert Reisberg and John LeCraw explained the structure of the District through RSA 149 M and 53B. The 149M is a planning district and 53B has implementation authority. They described the current plans for siting a regional lined landfill and some of the reasons for this approach rather than a trash to energy facility, which may be reviewed again in a few years. They explained the need for changing state laws pertaining to recycling, changes in state regulation of solid waste disposal, some of the problems other areas of the state are experiencing, and their timeline for research and siting of a regional facility.

Rep. Matson moved adjournment, seconded by Rep. Schwartz, approved unanimously. Meeting adjourned at 8:30 p.m.

Respectfully submitted,

Susan Schwartz

Susan Schwartz, Clerk

CHESHIRE COUNTY EXECUTIVE COMMITTEE MEETING MINUTES

December 2, 1986

Cheshire County Court House

Attendance: Reps.-Gordon, Matson, Perry, Schwartz

Chairman Perry opened the meeting at 7:25 p.m. for purposes of discussion only since no quorum was present.

County Attorney Ed O'Brien presented the Committee with a salary survey which compared present and proposed salaries for County Attorneys throughout the state, their assistants, Court Justices and lawyers who work in the Attorney General's office. He also presented supporting text, and in response to a question by Rep. Schwartz, he explained that these materials had taken a great deal of his time to prepare.

Attorney O'Brien's presentation included an explanation of the functions of his office, the role of his assistants, the benefits of having a prosecutor with many years experience, and his eligibility for a portion of health and dental insurance but not state retirement.

In response to a question by Rep. Matson, Attorney O'Brien explained that his office could assist local police departments only as much as time allowed.

The discussion then focussed on the process by which elected officials' salaries are set. The process had not been followed this year as it had in previous years, and the elected officials did not feel they had an adequate opportunity for input.

Rep. Schwartz said it was unfair to change salaries after the election, and that any changes should have been made before the filing period so that everyone knows the salary at the time of filing. The Delegation had already voted to keep the same salary levels for the coming biennium. The Executive Committee also voted on August 21 to recommend the Delegation form a study committee to review all elected officials' salaries. Such a committee was never formed and now that a new Delegation will be in place that committee should be appointed and make a recommendation before any further action is taken.

Commissioner Lane said the Commissioners have not taken a position on the requested salary increase although their 1987 proposed budget includes the salary with no increase.

Attorney O'Brien stressed the need to have an attractive salary in order to have people of high quality remain on the job.

Rep. Gordon said he wants to see the salary changed.

Rep. Perry asked to go on record as supporting the salary increase. The request was not handled properly previously, and this is an opportunity to make up for that.

Rep. Schwartz said the only justification for the increase that had been presented so far is based on a salary comparison with no indication of the quality of the job being done.

Rep. Matson said he could verify the quality of the job being done.

Cheshire County Executive Committee Meeting Minutes

December 2, 1986

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Consensus was that the study committee should be appointed as soon as the new Delegation is in place in order to make a recommendation.

Chairman Perry closed the meeting at 8:25 p.m.

Respectfully submitted,

Susan Schwartz

Susan Schwartz, Clerk

CHESHIRE COUNTY DELEGATION ORGANIZATIONAL MEETING MINUTES

December 3, 1986

Legislative Office Building Room 203, Concord

Attendance: Reps.-Arnott, Blacketor, Clark, Cole, Corrigan, Daschbach, Davis, Delano, Doucette, Eaton, Foster, Frink, Gordon, Grodin, Hunt, LaMar, Matson, Miller, Morse, Parker, Perry, Pierce, Ramsay, Riley, Sawyer, Schwartz, Young.

Chairman Gordon opened the meeting at 4:45 p.m., all members present. He explained the Delegation would elect a Chair and Vice-Chair, and a Chair and Vice-Chair for the Executive Committee, a Clerk, and set the number of members for the Executive Committee and elect them. The meeting would follow the Rules of the House for elections, and he appointed Reps. Miller, Schwartz, and Young as ballot counters.

Nominations were opened for Delegation Chair.

Rep. Schwartz nominated Rep. Matson. Seconded by Rep. Clark.

Rep. Delano nominated Rep. Gordon. Seconded by Rep. Young.

Rep. Ramsay moved nominations be closed. Seconded by Rep. Blacketor. Motion approved unanimously.

Vote by closed ballot. Totals: Matson 14, Gordon 13.

Rep. Matson was declared Chairman and took the Chair.

He welcomed the new members and expressed hope that the Delegation and the Commissioners would be able to work together for the benefit of the County.

Nominations were opened for Delegation Vice-Chair.

Rep. Ramsay nominated Rep. Eaton. Seconded by Rep. Clark.

Rep. Parker nominated Rep. Perry. Seconded by Rep. Grodin.

There being no other nomination Rep. Matson declared nominations closed.

Vote by closed ballot. Totals: Perry 15, Eaton 11, Ramsay 1.

Rep. Perry was declared Delegation Vice-Chair.

Rep. Matson then explained the role of the Executive Committee to review the budget proposed by the Commissioners and make a recommendation to the full Delegation for final adoption in March.

Rep. Blacketor moved the size of the Executive Committee remain the same, with 9 members plus ex-officio members Delegation Chair, Vice-Chair and Clerk. Seconded by Rep. Delano, approved unanimously.

Rep. Matson opened nominations for Executive Committee Chair.

Rep. Parker nominated Rep. Ramsay. Seconded by Rep. Eaton.

Rep. Arnott moved nominations be closed. Seconded by Rep. Blacketor.

Motion approved unanimously.

Rep. Matson directed the Clerk to cast one ballot for Rep. Ramsay.

Rep. Ramsay was declared Executive Committee Chair.

Rep. Matson opened nominations for Executive Committee Vice-Chair.

Rep. Eaton nominated Rep. Schwartz. Seconded by Rep. Riley.

Rep. Foster moved nominations be closed. Seconded by Rep. Eaton.

Motion approved unanimously.

Rep. Matson directed the Clerk to cast one ballot for Rep. Schwartz.

Rep. Schwartz was declared the Executive Committee Vice-Chair.

Rep. Matson opened nominations for Clerk of the Delegation and the Executive Committee.

Rep. Ramsay nominated Rep. Arnott. Seconded by Rep. Blacketor.

Cheshire County Delegation Organizational Meeting Minutes

December 3, 1986

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Rep. Riley moved nominations be closed. Seconded by Rep. Blacketor
Approved unanimously.

Rep. Matson declared the nominations closed and directed the Clerk to
cast one ballot for Rep. Arnott.

Rep. Arnott was declared the winner.

Rep. Matson opened the nominations for Executive Committee members other
than the Delegation Chair and Vice-Chair, Executive Committee Chair and
Vice-Chair, and Clerk who had just been elected.

Rep. Riley nominated Rep. Parker. Seconded by Rep. Arnott.

Rep. Young nominated Rep. Gordon. Seconded by Rep. Ramsay.

Rep. Grodin nominated Rep. Young. Seconded by Rep. Morse.

Rep. Ramsay nominated Rep. Eaton. Seconded by Rep. Foster.

Rep. Arnott nominated Rep. Blacketor. Seconded by Rep. Daschbach.

Rep. Daschbach nominated Rep. Foster. Seconded by Rep. Corrigan.

Rep. Foster nominated Rep. Morse. Rep. Morse declined the nomination.

Rep. Parker nominated Rep. Delano. Seconded by Rep. Clark.

Rep. Corrigan nominated Rep. LaMar. Seconded by Rep. Foster.

Rep. Perry nominated Rep. Davis. Seconded by Rep. Parker.

Rep. Grodin moved nominations be closed. Seconded by Rep. Doucette.

Approved unanimously.

There being 2 more nominations than available positions on the Executive
Committee, there was discussion as to whether a vote should be taken to
eliminate 2 of the nominees or to increase the size of the Executive
Committee.

Rep. Miller moved the number of members on the Executive Committee be
increased by 2. Seconded by Rep. Hunt, motion adopted unanimously.

Rep. Matson instructed the Clerk to cast one ballot for all of the nominees.
All were declared members of the Executive Committee.

Rep. Ramsay said she hoped the Executive Committee could do a lot of the
budget work during January when the House would be in recess.

Rep. Matson suggested the new members visit the County facilities and ask any
questions they had.

Rep. Grodin offered a resolution of thanks and appreciation for outgoing
Delegation Chairman Gordon.

Rep. Riley offered the same for outgoing Executive Committee Chairman Perry.
Both resolutions were affirmed with unanimous applause.

Rep. Blacketor moved the meeting be adjourned. Seconded by Rep. Eaton.

Approved unanimously.

Meeting adjourned at 5:20 p.m.

Respectfully submitted,

Susan Schwartz

Susan Schwartz, Clerk

Executive Committee

Ramsay, Chair

Schwartz, Vice-Chair

Arnott, Clerk

Parker Foster

Gordon Delano

Young LaMar

Eaton Davis

Blacketor

Matson, Delegation Chair

Perry, Delegation Vice-Chair

MINUTES OF MEETING OF
CHESHIRE COUNTY DELEGATION

DATE: 12/17/86 TIME: 7:15 pm PLACE: County Court House

Present:

Delegation Members:

Arnott, Cole, Corrigan, Davis, Delano, Foster, Frink, Gordon, Hunt, Lamar, Matson, Miller, Parker, Perry, Pierce, Ramsay, Sawyer, Schwartz.

County Commissioners:

Lane and Commissioner Elect Thompson

- 1) 7:15 Called to Order
- 2) 7:16 Roll Call
- 3) 7:18 Chairperson Matson - Explanation of procedure of budget process - subcommittees will be used.
- 4) 7:24 Commissioner Lane presents budget.
Points of Concern:
 - * Revenue Sharing - 0 Income
 - * Jail Budget - Doubled Costs
 - * Reclassification of positions at MaplewoodChairperson Matson requested of Commissioner Lane a copy of the wage scale for county employees.
- 5) 7:36 Public Comment
Fran Sylvestry - Discussion of purpose of Cheshire County Energy Study Group. Possible need for funds in spring for study.

Commissioner Thompson stated that RSA 24-30 deals with county government.

Question raised of insurance costs increase.

County Attorney O'Brien asked Delegation to watch the lower end of the wage scales.
- 6) 7:54 Chairperson Matson asks for suggestions on areas of government to be studied by committees.
- 7) 8:05 Adjournment of meeting.

Submitted by: William Arnott, Cheshire County Delegation Clerk

MINUTES
1986 BUDGET PUBLIC HEARING

December 17, 1986

Cheshire County Courthouse

Attendance: Reps.- Arnott, Frink, Gordon, Johnson, Matson, Perry,
Ramsay, Ridge, Schwartz, Scranton, Thompson

Chairman Gordon opened the meeting at 7:10 p.m. by explaining the budget procedure and layout. The County Commissioners, after hearing the requests of the department heads, put together the 1986 budget, and have now given it to the Executive Committee for its review. This hearing is to get public comment on the budget which the Executive Committee will consider along with further justification from the various department heads. Rep. Gordon asked for any comments from the Commissioners. Commissioner Adams explained that the total 1986 budget was down from the 1985 total, and that the amount to be raised by taxes has decreased by approximately 18% ⁽⁴⁰²⁰⁾. Rep. Arnott asked for an explanation of why the total had decreased, and what the true increase of the budget is if you consider the changes in county responsibilities. Commissioners Lane and Adams explained the changes in the Public Welfare Department through Senate Bill 1 which passed in the 1985 legislative session; changes in the court system which the County will receive \$150,000 from the state in 1986; and said there was a large surplus from 1985 which could be applied. Commissioner Adams said they had not worked out a figure for the true increase, but one could be determined for the Executive Committee. Rep. Thompson asked about wage increases for county employees and about Blue Cross Blue Shield fluctuations between departments. Commissioner Lane said the budget included a 5% merit raise, dependent on an evaluation, and a 3% COLA. There was discussion about certain employees who had moved up 2 or more steps and whether it was based on job reclassification. Rep. Arnott said the Executive Committee should require full justification from dept. heads for these raises.

Chairman Gordon asked for general public comments before the page-by-page review of the budget. Bridget Hansel of Keene, President of the Monadnock League of Women Voters, requested a \$5,000 appropriation from the County to help support a household hazardous waste collection day which is being planned for the spring. The request for support had been made to the Commissioners and the Executive Committee by Rep. Schwartz without a specific amount, but now that the project has proceeded to the point of fundraising, the specific amount is being requested. Bridget Hansel explained that a site would be chosen in or near Keene where a licensed company would set up a facility to collect and package wastes brought there by any Cheshire County resident. Wastes would be transported to an appropriately designed facility, and would be kept out of local landfills in order to protect our groundwater quality. She said an extensive public education campaign would be necessary. The total cost for the project would be \$10,000-15,000, based on a set-up fee and per drum charges paid to the hauler. Other sources of funding include matching funds from the state, private donations, and a request for funding to the City of Keene. She said that this is a one time project, but to be successful it should be done on an ongoing basis. The first step is to make people aware of the problem, and discussions are under way as to whether these projects should continue at the state, county, or local level. Dave Hoitt of Swanzey urged the County to support the project because there is currently no local means of disposing of these products, which pose a potential health risk.

Barbara Skully of Swanzezy also spoke in favor of County support explaining that it would cost more to pay for clean ups than for appropriate means of disposal. Cooperation between the public and private sectors is important. Chairman Gordon read a letter of support for the project which he received from Rachel Laderman of the Rural Community Assistance Program. Bridget Hansel distributed information sheets about the project.

Sheriff Lysitt explained his request for equipment (4140.86) for a vehicle and videotape equipment recommended by the court for taping child abuse victims' testimony so they would not have to appear in court. He described the problems he is having in getting ammunition to be used for weapons firing certification.

Rep. Matson said the request for criminal investigation (4140.44) seemed low. Sheriff Lysitt explained that funds for that purpose are also included in the County Attorney's budget, but an \$800 figure would be more appropriate.

Rep. Thompson requested a justification for the 18% salary raise for the accounting clerk be made to the Executive Committee.

Rep. Thompson asked if the Public Welfare Dept. budget (4190.53-58) reflected the changes made by SB1. Commissioner Lane said it was a best estimate of what the county's portion would be. The numbers are based on past figures, but they are estimates.

Rep. Matson asked about staff changes in the department. Commissioner Adams said that after January 1, 1986, only Mimi Barber would be left in that department. Rep. Matson asked about state funding for SB1. Rep. Ramsay explained that it would be funded through the Health and Welfare Department budget.

Marshall Patmos of the Cooperative Extension Service said his operating budget request had decreased from 1985, but salaries have increased. Rep. Thompson asked about the reason for the significant decrease in Blue Cross Blue Shield (8360.01). Commissioner Adams explained that it is dependent on participation level so it can fluctuate.

Rep. Thompson asked about the decrease in SWNH Fire Mutual Aid state retirement (9080.13). Chief Callahan explained that the employer contribution had decreased with a state increase. He said the microwave system should be on line soon and described the problems in getting compatible parts. Some surplus equipment from New York was obtained along with help from the City of Keene, Public Works Dept., and Motorola. He was able to stay within the \$55,000 budgeted in 1985. Additional equipment would be needed in order to hook up to Maplewood.

Coordinator Drouin said line 9100 should be \$155,176 for the 1985 budget, due to a typographical error.

Russ Calkins of the Cheshire County Conservation District said his full budget is \$18,000 but he is requesting \$13,000 from the County. The additional \$5,000 comes from revenue from service fees.

Rep. Arnot asked for information about HMO programs which provide similar coverage to Blue Cross Blue Shield with savings of at least 12%.

Rep. Matson asked why electricity (5150.61) had decreased from 1985. Superintendent Wilson explained that rate increases from Seabrook were not expected in 1986 and that the Honeywell system would improve efficiency.

Rep. Thompson requested Superintendent Wilson justify his outside services (5150.29) and equipment (5150.86) expenses to the Executive Committee.

Mr. Wilson said 5195.01 was probably a typographical error, and that there should be a 1½ step increase.

Rep. Matson asked why there was a decrease in female corrections (6100.03). Mr. Wilson said it was included in outside services (6100.29). The part time employee could be on call full time when needed. She is trained and paid the same as male attendants, and is the first female in the state to receive a 100% grade in training.

Rep. Thompson asked about a capital reserve account. Mr. Wilson described the problems he is having with trucks and said he will request a transfer from the surplus for truck replacement. Profits go directly into the surplus and are not available for capital reserve. He will bring a proposal to the Executive Committee, but may need the full delegation to approve a transfer if the 1986 budget is not approved until March.

Mr. Wilson estimated a \$25,000 loss in revenue from rental of property. Rep. Matson said the Fish & Game Dept. had been interested in the property for a regional headquarters. The Commissioners said there had been some correspondence about it but no follow up.

Rep. Thompson asked about the status of the roof repair and building demolition. Commissioner Adams explained that there were problems because proper disposal of asbestos and oil tanks, estimated at \$17,000 and \$2,500 respectively, would be necessary.

Rep. Arnot asked about a job description for the proposed Administrative Assistant (4100.02). Commissioner Lane said it was being written by a professional labor councilor. Rep. Arnot requested a delineation of responsibilities and job functions. Commissioner Lane said they would be divided between the Courthouse Administrative Assistant and the new Controller at Maplewood.

Rep. Thompson asked about increases in police liability insurance and why they did not seem to be reflected in the Sheriff's budget. Coordinator Drouin said that 4140.94 includes auto insurance which offsets the increase in liability. The actual figures for the increase were not available before the budget was written but would be available for the Executive Committee. The changes in Blue Cross Blue Shield should also be ready for the Executive Committee.

Rep. Thompson asked that the detailed budget analysis be provided before the budget reviews so the delegation can get questions ready before their meetings with the department heads.

Coordinator Drouin said that historically the delegation waited for the final audit before passing the budget in order to get a final figure for the surplus, but since there was confidence in this year's estimate of over \$900,000, there was really no need to wait until March.

Rep. Arnott suggested an additional line item in the delegation's budget for legal council to get an opinion on the authority of the Commissioners and the delegation over expenditures. Rep. Matson agreed that a legal opinion was needed. Rep. Schwartz referred to RSA 24:14 and the subsequent court rulings which state that county funds must be used for the purposes for which they were appropriated.

Rep. Arnott said the investigative committee's expenses for their review of the ramifications of eliminating the position of County Coordinator should also be included in the budget. Rep. Perry said he will ask the Executive Committee to include those expenses. The next meeting of the investigative committee will be on Monday, Dec. 30, 1985 at 2:00 p.m. at the Courthouse.

Public Hearing adjourned at 9:15 p.m.

Respectfully submitted,

Susan Schwartz

Susan Schwartz, Clerk

